



**Public Health**  
Prevent. Promote. Protect.

**Woodford County  
Health Department**

1831 S. Main Street  
Eureka, Illinois 61530  
Phone: 309/467-3064  
Fax: 309/467-5104  
www.woodfordhealth.org

October 26, 2017

Dear Licensed Septic Contractor:

All current septic contractor installation licenses expire December 31, 2017. If you plan to install or renovate a septic system in 2018 in Woodford County, a new contractor license registration must be completed by the installation contractor and reviewed and approved by the health department. The contractor license registration fee is \$30.00. The septic permit application fee is \$225.00.

**The Woodford County Health Department will conduct one inspection per septic permit issued. We cannot conduct 2 or more inspections due to manpower and workload. The contractor must complete all work on the job site before an inspection will be conducted. All alarms/wiring must be functional and testable, old septic tanks that are being abandoned must be pumped and cracked.**

**Elevations of septic components must be on septic permit application when submitted. If elevations are not on diagram page, the permit will be denied.**

**All contractors must leave their laser level set-up for the inspector to check elevations.**

**The water table is a limiting layer, so treat it as such.**

**Class I effluent - there shall at least be 12" between the bottom of the subsurface seepage system and the shallowest limiting layer.**

**The updated septic permit application now has a question about 100-year floodplain. Contact the Woodford County Zoning Office (309) 467-3023, if parcel is in a floodplain.**

**If you conduct real estate septic evaluations for real estate transactions, you must send a copy of your evaluation to the Woodford County Health Department within 7 business days from the date of the evaluation.**

**Persons who construct, install, repair or modify a private sewage disposal system shall notify the Woodford County Health Department at least 48 hours prior to commencement of the work. Most of you call the same day that you want a final inspection. The health department cannot always conduct inspections the same day called. So plan ahead!**

**↑Please respect and focus on the above topics in 2018↑**



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You can also view the current county septic ordinance, IL state code, new septic permit application and new septic contractor license registration document on our website. The address is in the header of the letterhead.

All septic component alarms shall be located outside of the building served. The power supply for the alarm shall be on a dedicated circuit. The alarm shall be housed in a weatherproof box. A disconnect (i.e. switch, GFCI outlet), is also required.

Access shall be provided over the **inlet and outlet** of the tank to facilitate inspection and cleaning. The manhole or access opening shall have a fitted lid with a minimum dimension of 12 inches (width or diameter). Risers shall be watertight and constructed of a durable material.

If the top of the tank is greater than 12 inches below the ground surface, a riser with a minimum dimension of 12 inches (width or diameter) shall be provided to bring access over the **inlet and outlet** to within 12 inches of the ground surface. The joint between the septic tank and the risers shall be watertight. If a 2-compartment tank is used, and the tank has an opening over the wall between the compartments, the center opening shall have access provided within 12 inches of the ground surface.

A Freedom of Information sheet has also been included. If you ever request septic records from our department, please fill-out the check-marked areas on the form and return the form to the health department.

If any questions, my direct phone extension is 4706. You can also reach Paul Wilkins (Environmental Health Inspector) at extension 4705.

As always, thank you.

Eric M. Lane, BS, LEHP  
Director of Environmental Health