



MCHENRY COUNTY DEPARTMENT OF HEALTH
 DIVISION OF ENVIRONMENTAL HEALTH
 2200 NORTH SEMINARY AVENUE
 WOODSTOCK, ILLINOIS 60098
 PH: 815-334-4585
 FAX: 815-334-4637
 WEBSITE: www.mcdh.info

OFFICE USE ONLY	STAFF INITIALS: _____
PERMIT NUMBER: _____	
AMOUNT RECEIVED: _____	
CHECK # / CASH / CREDIT CARD: _____	
RECEIPT NUMBER: _____	
APPLICATION DATE: _____	

**WELL AND/OR PRIVATE SEWAGE DISPOSAL SYSTEM
 PERMIT OR PRELIMINARY REVIEW APPLICATION**

PERMIT CATEGORY	
(Fee Schedule on back) ---- Check all that apply:	
<input type="checkbox"/> New Well	<input type="checkbox"/> Replacement Well
<input type="checkbox"/> Repair Well	<input type="checkbox"/> Abandon Well
<input type="checkbox"/> Geothermal Well	<input type="checkbox"/> New Septic
<input type="checkbox"/> Replacement Septic	<input type="checkbox"/> Repair Septic
<input type="checkbox"/> Abandon Septic	<input type="checkbox"/> Preliminary Design Review
<input type="checkbox"/> Special Waste Holding Tank	<input type="checkbox"/> Temporary Holding Tank
<input type="checkbox"/> Blue Print Printing	Number of Copies: _____
<input type="checkbox"/> Monitoring Fee (water meter, experimental use, delayed waste strength testing, etc.)	

PROPERTY INFORMATION	
Address:	Check All That Apply: <input type="checkbox"/> Incorporated <input type="checkbox"/> Unincorporated <input type="checkbox"/> Residential Property <input type="checkbox"/> Non-Residential Property
City, State, Zip:	
Parcel Pin Number:	
Subdivision:	
Lot Number: _____	

APPLICANT	PROPERTY OWNER
<input type="checkbox"/> Check if same as property owner	
Name:	Name:
Address:	Address:
City, State, Zip:	City, State, Zip:
Phone:	Phone:
Email:	Email:

CONTACT PREFERENCE	
Contact Person:	<input type="checkbox"/> Applicant <input type="checkbox"/> Owner
Preferred Contact:	<input type="checkbox"/> Email <input type="checkbox"/> Mail <input type="checkbox"/> Phone
Preferred Method of Correspondence:	<input type="checkbox"/> Email <input type="checkbox"/> Mail
Permit Delivery Method:	<input type="checkbox"/> Pick Up <input type="checkbox"/> Mail To: <input type="checkbox"/> Applicant <input type="checkbox"/> Owner

Property Owner and applicant signatures required. Signature(s) serve as written acknowledgement that both are aware of and accept the following requirements as applicable to scope of work under this application:

- Work shall not commence until the permit has been issued by the Department.
- Department shall have access to any property at reasonable times seeking permit approval.
- All fees double if work is started without a permit.
- **Notice of Installation: Private Sewage Disposal System Permit Application:** Owner or contractor shall give 1 business day advance notice to the Department before beginning work once permit has been issued.
- **Notice of Installation: Water Well Permit Application:** Any person who constructs, deepens, modifies, or seals a water well, for which a permit has been issued under this Ordinance, shall notify the Department by telephone or in writing at least 48 hours prior to commencement of the work.

Property Owner's Signature & Print: _____ Date: _____

Applicant Signature & Print: _____ Date: _____

Check if same as property owner.

SEPTIC PERMIT FEE SCHEDULE	
Residential (single family dwelling)	\$305.00
Pre-Design Review	\$100.00
Non-Residential (cluster, multi-family, retail, office, factory, etc.)	
Flows ≤ 1,000 gallons a day	\$525.00
Flows 1,001 – 2,000 gallons a day	\$720.00
Flows > 2,000 gallons a day	\$910.00
Alteration or Repair (Septic Tank Replacement, field modification < 15%, etc.)	\$120.00
Septic Component Abandonment (i.e. holding tank, septic tank, aeration device, lift station, special waste holding tank, seepage pit, vault privy) No charge if done with new tank installation	\$120.00
Permit Fee Extension (6 months)	\$55.00
Designer Fee for Blueprints (rejection for errors, omissions, or revisions)	\$55.00
Monitoring Fee (water meter, experimental use, delayed waste strength testing, etc.)	\$100.00
Temporary Holding Tank	\$120.00
Temporary Holding Tank Renewal	\$100.00

Upon written request, a refund of ½ of the permit fee may be issued if a permit application is denied or if an approved permit application is cancelled prior to expiration and before any field work has been completed. Fees for cancelled reviews of septic suitability of soil borings and/or septic system impact reviews are non-refundable once the Department has completed its initial review of the file.

WELL PERMIT FEE SCHEDULE (POTABLE WATER)	
Construct New Well	\$100.00
Alteration, Extension, or Modification	\$100.00
Well Abandonment (\$50.00 if done at time of new well installation)	\$100.00
Inspection Fee (new, extended, modified, replaced, abandoned water wells, and geothermal wells)	\$120.00
Closed Loop Well Boreholes (up to 10 on a single parcel or lot)	\$100.00
Each additional closed loop borehole on a single parcel or lot	\$10.00

BLUEPRINT PRINTING FEES	
18" x 24" Black and White	\$4.00
18" x 24" Color	\$8.00
24" x 36" Black and White	\$8.00
24" x 36" Color	\$12.00

Upon written request, a refund may be issued for the following:

- INSPECTION FEE – If a permit application is cancelled prior to any Department inspections and prior to expiration of the permit.
- PERMIT FEE – If the permit application is cancelled prior to Department review of the application.