



# Monroe County Commission

300 N. Main • Room 203 • Paris, MO 65275-1399 • 660-327-5107 • FAX 660-327-1019

**Mike Whelan**  
*Eastern District*

**Mike Minor**  
*Presiding*

**Glenn E. Turner**  
*Western District*

October 28, 2013

To Whom It May Concern:

This letter is to inform you that if you are purchasing property, and/or building on existing property in Monroe County which is located outside the limits of any incorporated town or village, likely you will be locating in an Agricultural Zoned Area of Monroe County.

In an Agricultural Zoned Area there will be or could be smells, sounds, sight and/or dust as well as other activities that exist due to modern agricultural practices.

Mike Minor  
Presiding Commissioner

Mike Whelan  
Eastern Commissioner

Glenn E. Turner  
Western Commissioner

INSTALLERS LIST

Advanced	Last	First	MI	Business	Address	City	State	Zip Code	Business Phone	Counties Served
	Agee	Carl		Agee Plumbing	9466 Hwy BB	Huntsville	MO	65259	660-263-3746	Randolph, Monroe, Macon, Chariton, Boone
ADV	Atkins	Lee	D	Lee Atkins Construction Inc	8940 CR 404	Hannibal	MO	63401	573-221-7879	Marion, Ralls, Monroe, Pike
	Baker	Keith	W	Keith Baker Construction	250 W 1st St	Bethel	MO	63434	573-284-6602	Shelby, Monroe, Ralls, Macon
	Beckham	Greg	J	Beckham Construction		Stoutsville	MO	65283	573-228-8507	Monroe, Ralls, Marion, Audrain
	Blair Jr.	James	E	Jim Blair Backhoe Service	17674 Hwy J	Monroe City	MO	63456	573-735-2956	Ralls, Monroe, Marion, Shelby
	Brinkman	James	J	Brinkman Plumbing Cont.Inc.	2510 Ellington Rd	Quincy	IL	62305	217-223-1962	Marion, Monroe, Ralls
ADV	Brown	Francis	A	Enviro-Safe Solutions, LLC	PO Box 737	Hannibal	MO	63401	573-221-7486	Marion, Ralls, Monroe, Lewis
	Bunn Jr.	John	P	Bunn Construction, Inc	14008 Whitaker Lane	New London	MO	63459	573-221-8113	Ralls, Marion, Pike, Monroe
	Caldwell	Chris		Caldwell Construction	PO Box 323	Center	MO	63436	573-881-5818	Ralls, Marion, Monroe, Audrain
	Coose	Marcus	D	Advanced Trenching & Const.	207 W Arthur St	Farber	MO	63345	888-294-2350	Audrain, Ralls, Pike, Lincoln, Marion
	Copenhaver	Mark	A	Copenhaver Contracting	525 E Park Lane	Shelbyville	MO	63469	573-406-2734	Knox, Marion, Lewis, Monroe, Shelby
	Devenport	Timothy	D	Devenport Construction	1112 N Morley	Moberly	MO	65270	660-263-5608	Randolph, Monroe, Boone, Macon
	Donaldson	Darren	R	Donaldson Excavating	7525 Audrain Rd 341	Mexico	MO	65265	573-473-5575	Audrain, Monroe, Boone, Ralls
	Dotson	John	T	Dotson & Gibbs Inc	PO Box 484	New London	MO	63459	573-985-3700	Ralls, Marion, Pike, Monroe
	Edgerton	David	C	Edgerton Excavation	3681 Hwy D	Huntsville	MO	65259	660-277-3431	Macon, Randolph, Chariton, Monroe, Howard
	Edgerton	D	J	Edgerton Excavation	3681 Hwy D	Huntsville	MO	65259	660-277-4686	Macon, Randolph, Chariton, Monroe, Howard
	Elsen	Joe	P	Joe's Plumbing	309 S Shelby	Shelbina	MO	63468	573-588-4828	Shelby, Monroe, Macon, Marion
	Feger	Regis	L	Feger Brothers Dozing	9254 Audrain Rd 421	Mexico	MO	65265	573-581-1471	Audrain, Monroe, Callaway, Ralls
	Fierge	Eric	W	Dixie Tree	256 Rush Hill	Rush Hill	MO	65280	573-582-1237	Audrain, Monroe, Callaway, Montgomery
	Gaw	Andrew	R	Advanced Trenching & Const.	207 W Arthur St	Farber	MO	63345	573-822-0522	Audrain, Ralls, Pike, Lincoln, Marion, Monroe
ADV	Graupman	Herschel	J	Graupman Construction, Inc	8865 Hwy 168	Palmyra	MO	63461	573-221-0900	Marion, Ralls, Lewis, Monroe
ADV	Greenup	Ron	D	Greenup Construction	24592 Monroe Rd 439	Stoutsville	MO	65283	573-672-3210	Monroe, Ralls, Marion, Audrain
	Hendren	Bruce	L	H&H Construction	13736 Monroe Rd 1130	Madison	MO	65263	660-291-8522	Monroe, Macon, Randolph, Audrain, Shelby
ADV	Janney	Robert	L	Janney Builders Supply & Const	413 Lewis St	Canton	MO	63435	573-288-3462	Clark, Knox, Marion, Monroe
	Kinzer	Dennis	O	S & M Contractors	PO Box 37	Hunnewell	MO	63443	573-983-2304	Shelby, Marion, Monroe, Ralls
ADV	Lake	Terry	A	Terry Lake Construction	7071 Hwy F	Hannibal	MO	63401	573-248-7548	Marion, Ralls, Shelby, Monroe
	McKinney	Rick	L	Rick McKinney Construction	18188 Monroe Rd 431	Paris	MO	65275	660-327-4547	Monroe, Ralls, Audrain
	Page Sr.	Gary	W	Page Construction	1986 County Rd 157	Maywood	MO	63454	573-406-5001	Marion, Lewis, Ralls, Shelby, Monroe
	Painter	Larry	G	Painter's Plumbing & Heating	410 Court St	Monroe City	MO	63456	573-735-4118	Monroe, Marion, Ralls, Shelby
	Pangborn	Thomas	L	Thomas L Pangborn Construction	26570 Monroe Rd 583	Monroe City	MO	63456	573-735-4734	Monroe, Marion, Ralls, Shelby
	Purol	Joe		Purol Construction Co	39133 Hwy 24	Monroe City	MO	63456	573-735-4400	Monroe, Marion, Ralls, Shelby
	Robinett	Carl	G	RCI Concrete Inc	15746 Hwy 54 South	Mexico	MO	65265	573-581-8324	Audrain, Montgomery, Monroe, Callaway, Boone
ADV	Snider Jr.	Harold	B	S & M Contractors	110 W Maple	Hunnewell	MO	63443	573-983-2304	Shelby, Marion, Monroe, Ralls
	Stephens	Glen	R	Glen Stephens Hauling & Excavating	12488 Audrain Cnty Rd 971	Thompson	MO	65285	573-581-7521	Audrain, Callaway, Boone, Monroe, Montgomery
ADV	Thompson	Alvin	G	Thompson Contracting	44836 Shell Lane	Monroe City	MO	63456	573-735-2033	Ralls, Marion, Monroe, Shelby
	Van Winkle	Pinky		Van Winkle Construction	3566 Warren Barrett Dr	Hannibal	MO	63401	573-221-9985	Ralls, Marion, Monroe, Pike
	Vuch	Damon	J	DJV Construction	816R East Cleveland	Monroe City	MO	63456	573-735-3011	Marion, Pike, Monroe, Shelby, Ralls
	Ward	Brent	C	Ward Excavating	9425 State Steedman Rd CC	Steedman	MO	65077	573-676-3203	Audrain, Montgomery, Monroe, Callaway, Boone
	Whalen	Scott	E	Whalen Services	6932 State Rd T	Auxuasse	MO	65231	573-386-5748	Callaway, Audrain, Montgomery, Monroe
ADV	Willis	David	L	Ken Willis Plumbing, Heating & AC	401 Stoddard St	Monroe City	MO	63456	573-735-1185	Monroe, Marion, Ralls, Shelby
ADV	Willis	Kenneth	C	Ken Willis Plumbing, Heating & AC	401 Stoddard St	Monroe City	MO	63456	573-248-1185	Monroe, Marion, Ralls, Shelby
	Wilson	Phil	L	Phil Wilson LLC	1015 Robinhood	Mexico	MO	65265	573-473-4639	Audrain, Monroe, Callaway, Boone
	Youell	Jerry	D	S & M Contractors	PO Box 37	Hunnewell	MO	63443	573-983-2304	Shelby, Marion, Monroe, Ralls



## Onsite Soil Evaluators List

This list includes Onsite Soil Evaluators who are authorized to perform soil morphology evaluations for the design of onsite wastewater treatment systems (OWTS)

There may be additional requirement to work in some counties. Contact the county onsite sewage authority to confirm that an individual can evaluate sites/soils in that county.

### Missouri Onsite Soil Evaluators List

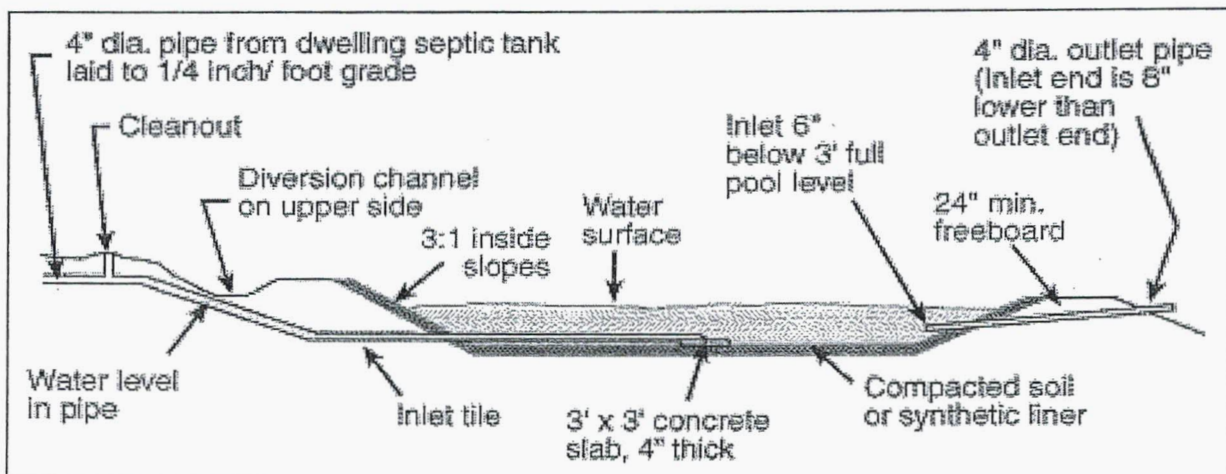
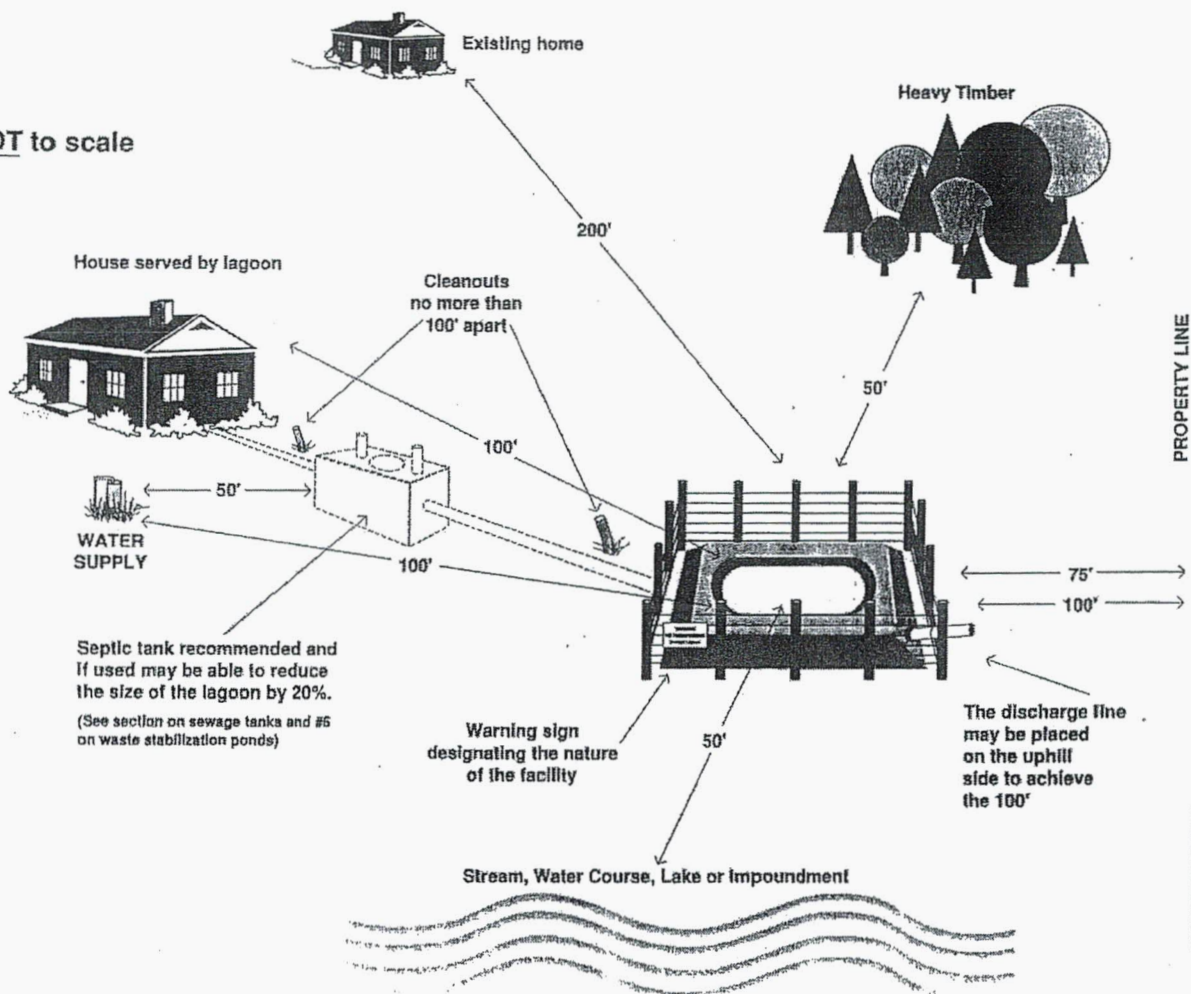
Last Name	First Name	MI	Business	Address	City	State	Zip Code	Business Phone	Counties Served
Meinert	Dennis	M	Home & Farm Soil Consulting	835 Gerling Lane	New Haven	MO	63068	573-237-5081	Audrain, Callaway, Cole, Crawford, Dent, Franklin, Gasconade, Jefferson, Lincoln, Maries, Montgomery, Osage, Phelps, Pike, Pulaski, St. Charles, St Louis, Warren, Washington, Ste. Genevieve, Texas, Dent, Iron, Ralls, Monroe
Miles	Randy	J		6500 Gillespie Br Rd	Columbia	MO	65203	573-882-6607	Audrain, Boone, Callaway, Clay, Cole, Cooper, Howard, Johnson, Lafayette, Macon, Maries, Monroe, Montgomery, Osage, Phelps, Ralls, Randolph, Ray, Saline Warren
Rousseau	Matt	D	M.R. Soil Consulting LLC	PO Box 1427	Ballwin	MO	63022	636-394-1838	Franklin, Gasconade, Jefferson, Lincoln, St. Charles, St. Louis, Warren, Washington, St. Francois Ste., Genevieve, Crawford, Pike, Montgomery, Ralls, Callaway, Monroe, Audrain
Walker	Donald	D	Walker Soil Consulting	1641 E County Rd 1800	Carthage	IL	62321	217-779-3192	Adair, Clark, Knox, Lewis, Macon, Marion, Monroe, Pike, Ralls, Randolph, Scotland, Shelby, Buchanan, Caldwell, Cass, Clay, Clinton, Henry, Jackson, Johnson, Lafayette, Linn, Livingston, Platte, Ray
Wegman	Scott	W	Elijah's Brook, INC	7030 County Rd 308	Taylor	MO	63471	573-541-7645	Adair, Callaway, Clark, Chariton, Grundy, Knox, Lewis, Lincoln, Linn, Livingston, Macon, Marion, Mercer, Monroe, Montgomery, Pike, Putnam, Ralls, Randolph, Schuyler, Scotland, Sullivan, Shelby,
Noel	Gary							573-822-4916	Monroe

Contact us if you have questions about this list, or to update or correct an address.

Updated 6/16/2015

<http://www.health.mo.gov/living/environment/onsite/ose/Monroe.php>

**NOT to scale**



The lagoon banks should be at least 4 feet wide on top, with inner and outer bank slopes not steeper than 3:1. Freeboard of at least 18 inches, and preferably 24 inches, should be provided to prevent surface water from entering the lagoon.

Lagoon effluent must be disposed of on the property from which it originates. This may be done by locating the outlet as far as practical from the property line and out of any natural drainage ditches or swales. The minimum distance from the outlet to a property line is 100 feet. Another method is to construct a terraced swale with a minimum length of 150 feet.

The lagoon shall be enclosed with a minimum 4 foot high woven, welded, or chain link fence to keep out livestock and discourage trespassing. Locate the fence to permit mowing of the lagoon banks. Provide a gate large enough for entry of mowing equipment.

### **OPERATION AND MAINTENANCE**

If the home has a garbage grinder, it is best to precede the lagoon with a watertight septic tank with a minimum 1000-gallon capacity to reduce the fats and solids loading the lagoon.

No starter or other additive is necessary to put a new lagoon into use. However, it is desirable to fill the lagoon with water to the design operating level before putting it into service. Enough water in the lagoon to cover the inlet pipe is essential and then the lagoon can be filled gradually by incoming effluent from the home.

Odors most commonly develop when lagoon contents become anaerobic, or septic. This may occur during extended periods of cloudy weather or following cold winter weather when algae growth is reduced. When the weather warms up, microbiological activity quickly increases, resulting in reduced oxygen levels and possibly odors. Broadcasting agricultural sodium nitrate or ammonium nitrate at the rate of 2 lbs per day over the surface of the lagoon until algae growth turns the lagoon green helps control odors. Whether or not fertilizer is added to promote algae growth, odors will disappear during the warm season in a properly constructed and managed lagoon.

Maintenance requires keeping the banks in good condition and the fence in good repair, preventing organic debris from entering the lagoon and preventing shading of the lagoon.

Regular mowing of the banks from inside the fence to the water's edge will prevent tall grass from drooping into the lagoon where it provides mosquito breeding areas and could contribute to premature filling. Prevent mowing debris from entering the lagoon.

Remove trees within 50 feet of the lagoon to keep leaf debris from entering, avoid shading the surface and help control tree roots. Remove any other vegetation or trees, which shade the lagoon, especially during the winter months. Watch for damage to the banks, especially from burrowing animals. Repair any damage immediately and reseed with grass as needed. Remove cattails or other vegetation including duckweed and floating algae masses from the lagoon immediately to minimize mosquito breeding and excess organic loading, and to improve oxygen transfer. To help reduce damage to the banks, keep the fence in good repair so animals cannot get on the embankments.



## **LOCATING THE LAGOON**

Locate the lagoon a minimum of:

- 75 feet from property lines as measured from the lagoons nearest shoreline (this distance must be increased where necessary to assure that all effluent is disposed upon the property from which it originated);
- 100 feet from the residence that it serves and a minimum of 200 feet from the nearest neighboring residence;
- 100 feet from a private water supply well;
- 300 feet from a public drinking water supply well;
- 10 feet from a water line under pressure;
- 50 feet from a classified stream, lake or impoundment;
- 25 feet from an unclassified (intermittent flowing) stream or open ditch;
- 50 feet from trees, which may drop leaves, provide shade, or cause root intrusion;
- 500 feet from the edge of a superficial sink hole.

## **CONSTRUCTING THE LAGOON**

A small bulldozer is the best equipment for building a lagoon. Construction must be done during moist soil conditions or the lagoon may leak. It is important to destroy the original soil structure by repeated compaction and/or disking with rubber-tired equipment, such as a wheel tractor, or with a sheepsfoot roller, to assure an adequate seal in the clay liner on the lagoon bottom. Where soils are too gravelly to provide an adequate seal, an artificial liner can be used to create a seal.

Select a lagoon site with a clear sweep of the surrounding area by prevailing winds. Heavy timber should be removed for a distance of 50 feet from the water's edge to enhance wind action and prevent shading. Avoid steeply sloping areas.

Round, square, or rectangular lagoons with rounded inside corners are most desirable. Lagoon length should not be more than three times its width and no islands, coves, or peninsulas are permitted.

A diversion terrace should be placed above the lagoon to divert surface water around it. Keep a uniform 3:1 or flatter slope on the lagoon banks and terraces so that vegetation can be easily maintained.

A good vegetative cover should be established on lagoon banks as soon as possible after construction. Alfalfa or similar long-rooted crops, which might interfere with the water holding capacity of the embankment, shall not be used. Riprap may be necessary under unusual conditions to provide protection of embankments from erosion.

The influent line from the house to the lagoon shall be at least SDR 35 (SDR 40 is recommended) PVC or other acceptable pipe with a 4-inch minimum diameter. The line should be placed in a trench on top of undisturbed earth at a minimum grade of 1/4<sup>th</sup> inch per foot (2 feet of drop per 100 feet of distance). Provide a cleanout on the influent line near the lagoon bank with the bottom elevation of the cleanout a minimum of 6 inches above the high water level in the lagoon. The influent line should lay on the bottom of the lagoon and discharge onto a concrete splash pad, with the discharge point as far as practical from the outlet side of the lagoon.

Any effluent from the lagoon should be withdrawn from 6 inches below the surface. This can be done by placing a tee on the inlet end of the pipe or by placing the outlet pipe 8 to 10 inches lower on the inlet end than the outlet end of the pipe.

Remove all vegetation from the lagoon floor and build a level bottom. Do not use organic material when constructing the lagoon banks. The wetted area must be compacted and sealed to prevent excessive leakage, using suitable construction equipment, such as a sheepsfoot roller.

# RESIDENTIAL WASTEWATER LAGOONS

## WHAT IS A LAGOON?

A lagoon is simply a small pond of three to five foot operational water depth which receives sewage and wastewater. Size is determined by the number of bedrooms in a home and the amount of wastewater generated. Sewage enters the lagoon by a pipe near the bottom, close to the center of the lagoon. Lagoons must be nondischarging, meaning that during normal operation they should not overflow.

A lagoon is among the least expensive options and maintenance to ensure proper operation is not excessive. Lagoons should be considered for treatment of individual household wastewater in areas where soil conditions have severe restrictions for septic systems, but are well suited for lagoon construction. Odors from a properly designed, installed and maintained lagoon are infrequent and minimal.

Lagoons may be used when there are no significant limitations related to groundwater from their use and the soils have been demonstrated to be impermeable. Minimum separation distance between the lagoon bottom and crevice bedrock is three feet. Percolation losses from the lagoon shall not exceed 1/8<sup>th</sup> inch per day, to prevent groundwater contamination or nuisance conditions. Site modifications may be done to provide these soil requirements.

## HOW LAGOONS WORK

Microorganisms break down wastes in sewage. Oxygen is required for the microorganisms to treat the sewage. Lagoon water should be green because the microscopic plants (algae) produce part of the oxygen. Another source of oxygen available to lagoon water occurs at the water surface where oxygen enters from the atmosphere. This exchange is enhanced substantially when the wind is blowing.

Wastes are broken down into gases and residual solids, which settle to the bottom of the lagoon. Properly sized and maintained lagoons usually have little or no odor. However, during spring and fall turnover in lagoons, odors may be present for a few days. Odors are also likely when the natural biological system is upset. This can be caused by overloading, chemicals entering the system, which disrupt the natural processes, or extended cloudy weather, especially in spring.

Sunlight is essential for algae to produce oxygen; therefore, the lagoon surface should not be shaded. Bacteria and other organisms consume oxygen and give off carbon dioxide, which is used by algae in their growth. In a properly constructed lagoon, solids are distributed over such a large area that it should take at least ten years before sludge removal may be necessary. The presence of trees, water vegetation, fish, animals and waterfowl in or near the lagoon will contribute to the need for more frequent sludge removal.

## SIZING THE LAGOON

A lagoon is sized on the basis of 440 square feet of water surface per bedroom at the three foot operating level. The lagoon must have a minimum of 900 square feet of water surface area. Above that minimum, the surface area may be reduced up to 20% if preceded by a septic tank or aeration tank.

NUMBER OF BEDROOMS	LAGOON WATER SURFACE	DIAMETER SQUARE LAGOON	DIAMETER ROUND LAGOON
1-2	900 SQ.FT.	30 FEET	34 FEET
3	1320 SQ.FT.	37 FEET	41 FEET
4	1760 SQ.FT.	42 FEET	48 FEET
5	2200 SQ.FT.	47 FEET	53 FEET

NOTE: ADD 440 SQUARE FEET OF WATER SURFACE FOR EACH ADDITIONAL BEDROOM.



BUILDING PERMIT

PERMIT NUMBER \_\_\_\_\_ DATE \_\_\_\_\_

Application is hereby made to the Monroe County Planning & Zoning Commission for a permit to build (mark one):

- 0 1. Permanent Residence  
0 2. Non-Residential Building – with sanitary facility  
0 3. Non-Residential Building-no sanitary facility (no money required)

Building Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Building Permit Cost \$210.00—Received---Date \_\_\_\_\_

(See item 5 & 6 below) \$150.00 check payable to Monroe County Health Dept.  
\$ 60.00 check payable to Monroe County Treasurer

"I hereby certify that this application and the plans and specifications submitted herewith are true and correct and that all applicable County Planning and Zoning Ordinances and State Laws will be complied with."

Applicants Signature \_\_\_\_\_

THIS APPLICATION UPON APPROVAL BECOMES THE OFFICIAL  
BUILDING PERMIT

INSTRUCTIONS:

Effective January 1, 2008

1. No building to be done without first obtaining approval of sewage system by the Department of Health and/or Department of Natural Resources.
2. Sanitary System must be inspected prior to building and again before covering.
3. Construction Permit: One Hundred Fifty Dollars (\$150.00) to include the site evaluation and final inspection; any additional field inspection will be assessed at Fifty Dollars (\$50.00) per inspection.
4. Application must be approved and signed by Department of Health and/or Department of Natural Resources with final approval of sanitary system by P&Z.
5. No permit cost required for Non-Residential Building with no sanitary facility, but building permit is required.
6. Anyone constructing a building or setting a mobile home (that requires a sewage system) on an existing site and hooking up to an existing sewage system, must have the existing sewage system inspected and approved by the Department of Health, prior to construction. If the existing sewage system meets the Health Department Guidelines, the Building Permit cost will be reduced from \$210.00 to \$50.00.

.....  
CONTRACTORS NAME \_\_\_\_\_  
CONTRACTORS ADDRESS \_\_\_\_\_  
OWNERS NAME \_\_\_\_\_  
OWNERS SS NUMBER OR DRIVER LIC. NUMBER \_\_\_\_\_  
OWNERS ADDRESS \_\_\_\_\_  
OWNERS TELEPHONE NO. \_\_\_\_\_  
RECEIVED BY \_\_\_\_\_



Monroe County Environmental Public Health On-Site  
Sewage Disposal System Permit Application

7. Site Layout:



Show property lines and dimensions to reflect the shape and size of the property.

Diagram proposed system. Show appropriate elevations to indicate proper fall for system.

Show distances to house, well, water lines, property lines, geological features such as sinkholes, rock outcrops, lakes, ponds, creeks, etc.

Show distances to neighbor's wells, homes, etc.

Show locations of all percolation test holes or soil evaluation test pits.

Indicate any known easements that exist for utilities, roads, private driveways, or other easements.

Monroe County Environmental Public Health On-Site  
Sewage Disposal System Permit Application

Field to Property Line \_\_\_\_\_

Field to stream or lake \_\_\_\_\_

Field to water lines \_\_\_\_\_

C. ☐ Alternative System

☐ Low Pressure Pipe System ☐ Single Pass Sand Filter ☐ Wetlands

☐ Mound System ☐ Drip Irrigation ☐ Other (Specify) \_\_\_\_\_

Include engineer design and other supporting information

5. Installer

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Registered: ☐ Yes ☐ No

*All information contained in and with this application is true and accurate to the best of my knowledge.*

6. Signature of Owner or Agent: \_\_\_\_\_ Date: \_\_\_\_\_

OFFICE USE ONLY

Extra Site Visits:	Date _____	Sanitarian _____
	Date _____	Sanitarian _____
	Date _____	Sanitarian _____

☐ Confirmation of Fencing (Lagoon Only): Date \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Final Installation: The above system has been inspected and found to comply with the plans and specifications, but this permit in no way guarantees the continued performance of the system.

Environmental Sanitarian \_\_\_\_\_ Date \_\_\_\_\_



Monroe County Environmental Public Health On-Site  
Sewage Disposal System Permit Application

OFFICE USE ONLY

Received: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Expires: \_\_\_\_/\_\_\_\_/\_\_\_\_

Approved/Disapproved: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Owner/Agent Notified: \_\_\_\_/\_\_\_\_/\_\_\_\_

Permit # \_\_\_\_  
Reviewed By: \_\_\_\_

1. Property Owner/Agent \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Mailing Address \_\_\_\_\_ Work Phone: \_\_\_\_\_  
\_\_\_\_\_  
Site Address \_\_\_\_\_ Lot # \_\_\_\_\_ Lot Size \_\_\_\_\_  
\_\_\_\_\_ Parcel ID # \_\_\_\_\_

Directions to Site from Paris, MO:

Legal Description: Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

2. Type of Installation: ☐ New ☐ Modification/Repair  
Type of Building: ☐ Single-Family ☐ Multi-Family ☐ Business  
Number of Bedrooms: \_\_\_\_\_  
Water Supply: ☐ Public ☐ Private
3. Soil Information: ☐ Percolation Test ☐ Soil Morphology/Evaluation

*\*Percolation tests and/or soil evaluations must be performed by a qualified person prior to designing of the system. Include the results with the completed application and \$150.00 permit fee.*

4. Proposed System (Complete only pertinent information)

- A. ☐ Waste Stabilization Pond (Lagoon)  
Dimensions (length x width or diameter): \_\_\_\_\_  
Total Water Surface Area (square feet): \_\_\_\_\_  
Working Depth: \_\_\_\_\_ *(Flag or tape the 3-foot level at the bottom)*  
Distance of: Overflow to property line \_\_\_\_\_  
Nearest property line \_\_\_\_\_  
Nearest neighboring residence \_\_\_\_\_  
Setbacks from residence \_\_\_\_\_
- B. ☐ Sewage Tank  
Type of Tank: ☐ Conventional Tank ☐ Aeration Unit  
Manufacturer: \_\_\_\_\_  
Material: ☐ Concrete ☐ Plastic ☐ Fiberglass ☐ Metal ☐ Other  
Volume (gallons): \_\_\_\_\_  
Absorption Field: Total Absorption Area \_\_\_\_\_  
# of Trenches \_\_\_\_\_ Trench Width \_\_\_\_\_ Trench Depth \_\_\_\_\_  
Distance of: Tank to Well \_\_\_\_\_ Tank to Residence \_\_\_\_\_  
Field to Well \_\_\_\_\_ Field to Residence \_\_\_\_\_



5. A soil evaluation **IS NOT** necessary if the applicant is planning to install an on-site sewage lagoon. **ALL OTHER** secondary treatment systems require a soil evaluation.
6. When the method of on-site wastewater treatment has been determined, and the permit application completed, a sewage permit will be issued. The permit should be posted at the construction site. The sewage permit is valid for 6 months from the date that it is issued.
7. The on-site wastewater treatment system **MUST** be installed by an installer who is registered with the Missouri Department of Health and Senior Services. Exception: Homeowners may install their own on-site wastewater treatment system, provided they system is installed in accordance with the Monroe County Sewage Ordinance.
8. At the time the on-site wastewater treatment system is being installed and before backfilling any underground components of the system, the Monroe County Health Department should be contacted for the final inspection. It is the **responsibility of the installer** to assure the Department is called for the final inspection. **Flag or tape the 3-foot level** at the bottom prior to the final inspection.
9. 24-hour notice is required prior to Monroe County Health Department scheduling and conducting the final inspection. Fencing must be completed within 120 days of the final inspection.
10. Upon completion of the final inspection by the Monroe County Health Department, which indicates the on-site wastewater treatment system was properly installed, a letter will be issued indicating the system may be placed into operation.
11. Actions of the representatives of the administrative authority engaged in the evaluation and determination of measures required to effect compliance with the provisions of Monroe County Sewage Ordinance and 19 CSR 20-3.060 shall in no way be taken as a guarantee or warranty that the sewage treatment and disposal systems approved and permitted will function in a satisfactory manner for any given period of time.
12. Further questions should be addressed to the Environmental Public Health Specialist at Monroe County Health Department, (660) 327-4653, ext 222.



# Monroe County

## On-Site Sewage Permit Requirements

Monroe County Health Department (MCHD)  
(as of November 1, 2013)

1. Contact the Monroe County Health Department to receive an application for an On-Site Sewage Permit.
  - An On-Site Sewage Permit fee is \$150.00 and is due when you return the completed application for approval.
  - Please make checks payable to: MONROE COUNTY HEALTH DEPARTMENT.
  - Applications WILL NOT be accepted if ALL pertinent information is not completed or if the application is not SIGNED & DATED by the applicant.
  - This permit fee provides for an INITIAL on-site evaluation, a FINAL on-site inspection and administrative costs. There will be a **\$50.00 charge** for each additional visit that is required.
2. Contact the Monroe County Clerk (660-327-5106) to obtain a Building Permit. The County Clerk will also provide technical assistance regarding Monroe County zoning regulations. You must show proof of fees paid for a sewage permit to the County Clerk.
  - The building permit fee is \$60.00.
  - Make checks payable to the Monroe County Treasurer, 300 North Main, Paris, MO 65275.
3. The applicant will be contacted by the Monroe County Health Department upon receipt of a copy of the building permit from the Monroe County Clerk and proof of payment of the appropriate fees, to schedule a field visit to the proposed building site. During the field visit, the applicant will be provided with information concerning the possible options for on-site wastewater treatment.
4. Should the applicant choose any method of on-site wastewater treatment other than a residential wastewater stabilization pond (lagoon), the site will need to be evaluated by a soils scientist that is registered with the Missouri Department of Health and Senior Services. A list of qualified soils scientists is available from the Monroe County Health Department.

**JOE L. JACOBS**  
**Environmental Public Health Specialist**

---

**MONROE COUNTY HEALTH DEPARTMENT**

310 N. Market St.

Office: 660-327-4653, ext. 222

Paris, MO 65275

Cell: 816-304-8291

[jacobj@lpha.mopublic.org](mailto:jacobj@lpha.mopublic.org)

Fax: 660-327-4533