

EASTERN IDAHO PUBLIC HEALTH DISTRICT
SEPTIC PERMIT APPLICATION CHECKLIST

Below is a checklist of items that need to be provided to EIPHD in order to process a septic permit application. Please check off each item prior to submitting your paperwork and fee.

New and Replacement Septic System

- _____ Front page of the application is **COMPLETELY** filled out (including legal description and proposed disposal system, **AND it is signed and dated**).
- _____ Scaled plot plan with measurements is included*. Please be sure to show lot boundaries and primary **and** replacement area for system. Please include all buildings on property.
- _____ Structure floor plans are included* (8 ½ x 11 size preferred). (These will become part of our records and not be returned to you.)
- _____ Information page has been read, understood, and signed. Must be turned in with your application.
- _____ If an Extended Treatment system is required, a signed, notarized (with instrument number), and correct to specific O&M membership agreement must be in place before permit will be issued.
- _____ Payment must be made when application is turned in to the EIPHD office.

*If replacement system may be waived by EHS.

Onsite Only

- _____ Draft sketch plan of proposed lay out for lot.
- _____ Application completely filled out, including potential number of bedrooms or gallons per day.*

*Onsite inspection does not guarantee issuance of a permit and does not preclude septic process listed above should you decide to buy/build on property.

No application or payment will be accepted unless ALL the above are completed and included.

If you have questions, please contact your local EIPHD Environmental Health Department office.

Idaho Falls:	1250 Hollipark Dr	83401	523-5382	Salmon:	801 Monroe	83467	756-2122
Driggs:	820 Valley Centre Dr	83422	354-2220	St. Anthony:	45 S 2 nd W	83445	624-7585
Rexburg:	314 N 3 rd E	83440	356-3239	Rigby:	380 Community Ln	83442	745-7297