

# Jackson County Subsurface Sewage Treatment System (SSTS) Program

## Process

### **STEP 1 - CONTACT A LICENSED SSTS DESIGNER OR INSTALLER**

Jackson County keeps a list of contractors who are licensed by the Minnesota Pollution Control Agency (MPCA) to design, install, and maintain septic systems in our area. Some of the contractors are only licensed to install septic systems, but they usually have a relationship with a designer who will design the system for them. The contractor will contact the Water Resources Technician at the Land Management Office, to set up a Site Evaluation to start the design process. This would also be the time to contact the Land Management Office if you are interested in applying for a Low-Interest Loan.

### **SSTS PERMIT FEE**

The fee for a SSTS permit is currently \$175. This fee covers the cost of a Qualified Employee of Jackson County to evaluate the site and also inspect the system once it's installed. It can be paid at any time during the evaluation process, however, it is due upon completion of the septic system installation.

### **STEP 2 - SITE EVALUATION**

The Site Evaluation is the most important part of design process. The location, type, and size of the septic system is determined during the Site Evaluation. The Jackson County Development Code requires that a Qualified Employee of Jackson County conducts the Site Evaluation with a licensed SSTS Designer. We also encourage the homeowner to be present at the Site Evaluation to provide information on the number of bedrooms in the home, if any water using devices (water softener, iron filter, etc.) or garbage disposals are present in the home, and if there is a business in the home that may affect the waste composition from the home. Jackson County will provide Site Evaluation information to other contractors if the homeowner wants to solicit more bids.

### **STEP 3 - DESIGN APPROVAL**

After the Site Evaluation is completed, a licensed SSTS Designer will complete a design for a system that meets all of the requirements of the State SSTS Rules and the Jackson County Development Code and submit the design to the Water Resources Technician. We will review the design to ensure that it was completed properly. A SSTS design that is approved by the Technician serves as the permit to install the new septic system at your home.

## STEP 4 - INSTALLATION

After the design is approved, construction of the new septic system may start at any time providing the conditions are favorable for construction. The Installer must let the Technician know when the system will be installed and when the system will be ready for inspection. The Technician inspects the components of a septic system after all of the connections have been made and before backfilling and final cover.

## STEP 5 - CERTIFICATE OF COMPLIANCE

After the final inspection of the septic system, the Technician will provide an “as-built” drawing of the system and a Certificate of Compliance which will be sent to the homeowner along with information regarding how to properly maintain the system. The Certificate of Compliance is valid for 5 years after its issuance.

### Low Interest Loan/Grant Options

#### • AG BMP Loan

- Loan covers construction cost
- 10-year maximum payback
- 3% interest rate
- Lender may charge customary fees
- Lender may require collateral
- Payments to lender

#### • County Loan

- Loan NOT to exceed \$15,000
- 10 year payback
- 3% interest rate
- \$46 recording fee
- 0.23% Mortgage lien tax
- Payments to County with property taxes



#### Contact Information:

*Jackson County Land Management Office*

603 S. Hwy 86; Lakefield, MN 56150

Phone: (507) 662-6682 Ext.4    E-mail: karen.pressley@co.jackson.mn.us