

Checklist for obtaining a septic system permit:

1. Hire a licensed designer to complete a site evaluation and design for your septic system. *
2. Choose a licensed Septic Installer who will install your septic system. *
3. Submit a permit application to Dodge County Environmental Services with the proper fee.
4. The permit will be reviewed by the Dodge County Environmental Services Office for approval.
5. On approval, the installer may proceed with construction.
6. The installer is responsible for notifying the Environmental Services Dept. 24 hours in advance of construction for an inspection.
7. Upon completion of the inspection a Certificate of Compliance will be mailed to the homeowner and installer and filed in the Dodge County Environmental Services Office.

*Complete list of septic professionals is available on the Dodge County website. www.co.dodge.mn.us
Departments -Environmental Services



Dodge County

Dodge County Environmental Services
721 Main St N, Dept 123
Mantorville, MN 55955

Phone: 507-635-6272

Web: www.co.dodge.mn.us / departments
Environmental Services Septic page

*Dodge County
Environmental Services*

What to know about Sewage Treatment Systems when Remodeling or Transferring Property



Dodge County Environmental Services

Phone: 507-635-6272

WHEN SELLING PROPERTY OR REMODELING A HOME...

Chapter 21 of the Dodge County Zoning Ordinance requires a septic Compliance Inspection when:

1. Adding livable space to an existing dwelling. (existing system must be properly sized)
2. Replacing a dwelling. (existing system must be properly sized)
3. Adding a bedroom to an existing dwelling. (existing system must be properly sized)
4. A complaint is received.
5. A discharge is observed during construction within the road right-of-way.
6. Prior to the sale or transfer of property.

When transferring property, you must ALWAYS fill out the **Dodge County Disclosure Form**. If the new system is not completed by time of title transfer, fill out the **Responsibility Form**. See the Dodge County website at www.co.dodge.mn.us septic page for forms.

Compliance inspections must be completed by individuals with a state license as an "Inspector". A list is available at the Environmental Services Dept. or on the Dodge County website listed above.

What is a compliance inspection?

"Compliance Inspection" is any evaluation, investigation, inspection, or other such method to determine if the SSTS:

1. Discharges sewage to a seepage pit, cesspool, drywell, or leaching pit; or
2. Has less than 2 or 3 feet of soil between the bottom of the drain field and the saturated soil or bedrock; or
3. Poses an imminent health threat by: discharging to the ground surface or surface water, or by causing sewage to backup into a dwelling or other establishment.

If the inspection indicates that the SSTS is not in compliance, a "Notice of Noncompliance" must be provided to the property owner and the County within 15 days.

Notice of Non-compliance Timeline

Imminent Public Health Threat
Upgrade within 10 months

Does not comply with 2 ft separation
Upgrade within 2 years

Property Transfer
Compliance inspection and upgrade before transfer or set up escrow account & sign Sewage Responsibility Form.
(Forms available on the Dodge County website)

If inspection is for a property transfer, and the system is non-compliant, the septic system must be upgraded before the property transfer takes place or an escrow account must be set up according to Chapter 21 of the Dodge County Zoning Ordinance and a "Sewage Responsibility Form" must be filled out.

Follow up of Compliance Inspection During Property Transfer

In the times of the year when the ground is frozen and a compliance inspection cannot be completed, the inspection must be completed by June 1 and submitted to the Environmental Services Department within 15 days.

The seller or buyer must establish an escrow account which is enough to cover the cost of inspection and replacement..

The escrow account shall be established in a financial institution mutually agreed upon and may be jointly controlled by seller & buyer. The amount deposited in the account shall be determined by the Environmental Services Dept. Dodge County must be named in the escrow document as the release agent.