

Single-Family Waste Stabilization Pond (Lagoon) Permit Application and Inspection Process

The following is intended for general information purposes only. Additional rules and regulations apply to lots subject to the 2007 Subdivision Regulations, to lots used for non-residential purposes, and in certain other situations. Please contact Environmental Health staff early in your planning process to discuss your specific project.

Lagoon installers working in Douglas County are required to be licensed by the Health Department. A list of currently licensed installers is available from the Health Department.

Water Supply	The water supply for the property should be established before the lagoon permit is issued. Ideally, this would be a rural water district source. If rural water is not available and a water well is to be used, it is extremely important to confirm that adequate ground-water is available before constructing your residence or business. A well permit must be obtained from the Health Department prior to construction of a non-public water well.
Site Plan	For new construction, stake the area where the house is to be located. For repairs or alterations, contact the Health Department to determine whether records of your existing system are on file. Meet with your lagoon installer to determine the most suitable location for the lagoon, and flag the proposed location.
Application Materials	In addition to your completed Permit Application form and a site plan drawing (usually prepared by your lagoon contractor), you must provide a copy of the legal description of the property, and any other documentation required by the Health Department.
Site and Lagoon Evaluation	After reviewing your application materials, Health Department staff will visit the property to determine whether the proposed site and lagoon meet all requirements. There is a fee for the site evaluation for a new lagoon. A test hole 10 feet deep, dug by a backhoe at the center of the proposed lagoon, must be inspected by Health Department staff to determine whether rock layers, high ground water tables or other unfavorable conditions are present. If the site or proposed lagoon is unsuitable, the inspector will discuss possible alternatives with you and/or your lagoon installer.
Purchase of Construction Permit	When the site, proposed lagoon, and all application materials have been approved, the construction permit may be obtained at the Health Department. There is a fee for the construction permit. The property owner or designated agent must sign an agreement to abide by the terms and conditions of the approved lagoon permit and all requirements of the Sanitary Code of Douglas County.
Construction Inspections	After the lagoon has been installed, a complete inspection must be made by the Health Department before any part of the system is covered with earth.
Final Approval	Final approval of the septic system is made by the Health Department after inspections confirm all requirements have been met, including the fencing, gate and lock.

PLEASE NOTE: Environmental Health staff are in the office from 8:30 to 9 a.m. and from noon to 1:30 p.m. to receive calls and visitors. Otherwise, we are often out on inspections. If you wish to come in at other times, please call first to confirm that someone can assist you.