

GUIDELINES AND REQUIREMENTS WHEN BUILDING SECONDARY BUILDINGS, HOME ADDITIONS, OR CONDUCTING RENOVATIONS ON PROPERTIES UTILIZING ON-SITE SEPTIC SYSTEMS

- Complete the “Existing Sewerage System and Owners Affidavit” form. Septic system information must be included, and may be available at the Health Department depending upon the age of the system. If not, a certified septic system contractor must be hired to identify the system.
- Submit a sketch diagram of the proposed building or addition that includes structural dimensions and plumbing features (if applicable).
- Attach a site plan diagram that includes septic system layout, the proposed structure, any proposed driveways and/or utilities, and their distances from existing septic system components.
- Sign and date diagrams.
- If a proposed structure is to have plumbing, the impact on the septic system must be reviewed. Any required changes to the system would be based on the intended use of the structure, as well as the size and age of the existing system. A full bath in a secondary structure creates conditions that would be considered “potential” dwelling space.
- Secondary structure dwelling space or bedrooms added as part of a home addition or renovation, are totaled with existing bedrooms and dictate septic system sizing, as per 902 KAR 10:085
- If a secondary structure will have no plumbing, the signed and dated documentation must reflect that fact.
- Once requirements are complete, a form of release to Planning and Zoning (for building permit) will be issued.