

WASTEWATER INFORMATION

Wastewater Call Center: 1-855-220-0192

**If you filed a Notice of Intent or if you need an Existing System Inspection:

We must have the following items before we can review your application:

1. The legal description of the property

A legal description describes the property lines and can generally be found on the ownership documentation (quitclaim deed, warranty deed, etc.) for the property. You can get this from your county courthouse if you do not have a copy.

2. A plot plan

A plot plan is a drawing showing any current and planned improvements on the property (house, driveway, well, shed, etc.) and can be drawn by hand or using a computer. An example of a plot plan is available in the Resources link below.

These documents can be scanned, emailed, faxed, or be provided directly to the assigned Environmentalist using any of the contact information below.

NOTE: Our staff will not contact you prior to the property visit unless specifically requested or unless we need more information from you.

Process for a Notice of Intent: (NEW INSTALLATION)

1. An Environmentalist with the State Health Department will be assigned to evaluate your property.
2. The Environmentalist will visit your property within five (5) business days of being assigned, weather permitting.
3. The Environmentalist will evaluate your site and then email you a Permit/Recommendation. This document lists all wastewater treatment and disposal options that can work on your property.
4. The Certified Installer you hire will contact our office prior to installing your system. Please see below for a link to a current listing of Certified Installers.
5. When the Certified Installer finishes the job, he will contact the Environmentalist. The Environmentalist will then visit your property on that day and approve of the system if it is installed properly.
6. The Certified Installer must provide an Affidavit of Installation to the Environmentalist. You must provide an Affidavit of Maintenance, if an Advanced Treatment System is installed.
7. A Final Approval will be emailed to you once we have the Affidavit of Installation and Affidavit of Maintenance.

If you need an Existing System Inspection:

1. An Environmentalist will be assigned to evaluate your property. You will be notified of any additional documentation required, along with the legal description and plot plan. If you are aware that your system is an Advanced Treatment System (ATS), you will need an inspection from a Certified Representative for that brand and a Maintenance Agreement with a Certified Representative for that brand.
2. The Environmentalist will visit your property within five (5) business days of being assigned, weather permitting
 - **Your system will considered acceptable** if we find no wastewater pooling or leaving your property and the system has been in use up to the day of inspection.
 - **Your system will be considered inoperable** if it has not been in use up to the day of inspection, and you will receive a Permit/Recommendation for a possible replacement. You have the right to continue use of a system that is considered inoperable, so long as it does not infringe on any laws or regulations. However, no formal documentation of the existing system will be issued by the Department.
 - **Your system will be considered failing** if evidence of wastewater pooling or leaving your property is found. You will have **thirty (30) days** to have it repaired.

Documentation may be sent to:

Email: wastewater@msdh.ms.gov Fax: [601\) 576-7120](tel:6015767120)

Mailing Address:

Mississippi State Department of Health
Division of On-site Wastewater
Post Office Box 1700

Jackson, MS 39215-1700

Resources:

Division of On-site Wastewater: <http://healthyms.com/wastewater>

Licensed Installer Database: <https://apps.msdh.ms.gov/wastewater/installersearch.asp>

Example of Plot Plan: http://msdh.ms.gov/msdhsite/_static/resources/5948.pdf

Final Approval-Requiring Entities: http://msdh.ms.gov/msdhsite/_static/resources/4637.pdf