



COUNTY OF KENOSHA

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Department of Human Services

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LAND DIVISION REQUIREMENTS FOR PROPERTIES SERVED OR TO BE SERVED BY PRIVATE ONSITE WASTEWATER TREATMENT SYSTEMS (POWTS)

Purpose: Land division requirements prior to Land Division Review Request submission and subsequent approval by your local municipal jurisdiction. Applicant / owner to follow steps below.

- Existing building(s) with indoor plumbing
 - Septic system evaluation for existing septic system
 - Hire a POWTS installer/soil tester to perform described work herein – see link
 - If the evaluation determines the existing septic system cannot meet or achieve current minimum code standards, the septic system must be replaced with a code compliant system. This applies to each existing building/septic system.
- Survey – Completed by a Licensed Land Surveyor
 - To be completed after the soil test
 - Survey must include:
 - proposed lot dimensions
 - Surveyor Field staked soil test soil boring locations for the proposed septic system site
 - items specified by local municipality
 - Lot to meet minimum lot standards and submittal data required per Chapter 15 of ordinance stated herein and local municipal jurisdictional requirements.
 - Survey must be provided to this department along with additional paperwork and fees described herein
- Soil Test Review Fee per New Lot - \$75.00
 - Payable to Kenosha County
 - Per Chapter 15 of Kenosha County Sanitary Code and Private Sewage System Ordinance
- Septic evaluation determines requirement for septic system replacement
 - Obtain a Sanitary Permit by following standard protocols
 - Sanitary permit must be issued before local municipal review or land division approval
 - Soil test review fee not required for lots requiring a replacement powts.
 - Sanitary permit applicant/property owner has up to 1 year from the date of sanitary permit issuance for the replacement septic system to be installed
 - Enclosed form links- Sanitation Agreement for Land Divisions
 - Must be signed by the owner
 - Must be returned to this department with
 - Application for sanitary permit
 - Applicable fees associated with the proposed land division.

Document(s), fees, and completed forms submittal must be received by this department a minimum of 30 days prior to municipal board review for the proposed land division. **Please submit all necessary documents and fees to Kenosha County Planning & Development Office at 19600 75th St. Suite 185-3, Bristol, WI 53104, attention Alex Priesgen.** If you would prefer to drop the fee(s) off, you could do so by going to the Kenosha County Center building at STH 50 & 45. You can bring payment to the Planning and Development office as I am located in that office. The office is open Monday thru Friday 8:00 a.m. – 5:00 p.m. except during the lunch hour from 12:00p.m. – 1:00 p.m.

If all of the land division documents and fee(s) submittal requirements are not met, then we will be unable to issue any sanitary permits until all outstanding items and issues have been properly addressed for all the new lots that have been recently, or soon will be, created. If you have any questions regarding this matter you may contact **Alex Priesgen at 262-857-1910** during the hours stated earlier or you can leave me a voicemail at any time and I will return your call. I can also be reached by email at Alex.Priesgen@kenoshacounty.org.

ADDITIONAL LAND DIVISION DOCUMENTS TO ACCOMPANY THIS GUIDE

- [Complete Sanitary Forms List](#) (Ctrl + Click to follow link)
 - Application for Soil Test Review – For Land Divisions (Fillable PDF)
- Sanitation Agreement For Land Divisions – will be signed at the time of sanitary permit submittal with county personnel.
- [Planning & Development Homepage](#) (Ctrl + Click to follow link)
 - Go to “Septic Systems”
 - Go to “Installers List (PDF)”