



LAND INFORMATION DEPARTMENT

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PROCEDURES TO OBTAIN A NON-PLUMBING SANITATION PERMIT

1. Complete a non-plumbing sanitation permit application
2. Complete a non-plumbing sanitation system agreement. When filling in the legal description, please use the **FULL LEGAL DESCRIPTION SHOWN ON YOUR DEED**, or attach a copy of your deed, if too lengthy. Make sure your signature is notarized. **(Please use black ink)**
3. If requesting a non-plumbing sanitation permit for a pit privy, please include a copy of a soil boring conducted by a Certified Soil Tester which verifies that there are suitable soils in the area of the proposed pit privy. There must be a minimum of 3 feet of soil below the bottom of the proposed pit privy to high groundwater or bedrock.
4. Provide a plot plan which shows the proposed location of the non-plumbing sanitation system.
5. For composting or incinerator toilets, please provide information from the manufacturer which demonstrates the proposed unit meets the applicable materials, design, construction and performance standards referenced in SPS 391.
6. **Include the \$150 permit fee. (Make check payable to Marinette County)**
7. **Include the \$30 agreement recording fee (Make check payable to Register of Deeds).**



Marinette County		Land Information Department 1926 Hall Ave Marinette, WI 54143		Non-Plumbing Sanitation Permit Number	
Non-Plumbing Sanitation Permit Application In accord with SPS 391, Wis. Adm. Code				County Use Only	
				Parcel Number	
I. Application Information – Please Print All Information					
Property Owner's Name			Property Location		
Property Owner's Mailing Address			¼ ½; S T N, R E		
			Lot Number Block Number		
City, State		Zip Code	Phone Number		Subdivision Name CSM Number
II. Type of Building – Check One				<input type="checkbox"/> City _____	
<input type="checkbox"/> 1 or 2 Family Dwelling – Number of Bedrooms _____				<input type="checkbox"/> Village _____	
<input type="checkbox"/> Public/Commercial – Describe Use _____				<input type="checkbox"/> Town _____	
<input type="checkbox"/> State Owned				Nearest Road _____	
III. Type of Permit: (Check only one box)					
<input type="checkbox"/> Pit Privy <i>Depth</i> _____	<input type="checkbox"/> Sealed Vault Privy	<input type="checkbox"/> Compost Toilet	<input type="checkbox"/> Incinerator Toilet	<input type="checkbox"/> Portable Restroom	<input type="checkbox"/> Other _____
<u>Plot Plan</u>					
IV. Responsibility Statement					
I, the undersigned, assume responsibility for installation of the Non-Plumbing System as described above and shown on the attached plans.					
Name (Print)			Signature		
Address (Street, City, State, Zip Code)					
V. County Use Only					
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Permit Fee Submitted	Date Issued	Issuing Agent Signature (No Stamps)	
VI. Conditions of Approval/Reasons for Disapproval					

**\$30.00 Recording Fee:
Make check payable to Marinette County**

**NON-PLUMBING SANITATION
SYSTEM AGREEMENT**

Property Owner(s):
Mailing Address:
Location: ¼, ¼, S, T, N, R, E
City, Village, Township of:
Parcel Tax Number:
Legal Description (Shown on Tax Bill):

Reserved for Recording Data

1. All non-plumbing sanitation systems shall comply with WI Admin. Code SPS 391 and Chapter 15 (Sanitary Code) of the Marinette County Code of Ordinances.
2. No plumbing shall be installed in any premises served by a non-plumbing sanitation system unless a code compliant soil absorption system or holding tank exists, or a valid sanitary permit to install such a system has been issued.
3. Composting toilet systems shall conform to WI Admin. Code SPS 391.10.
4. Incinerator toilets shall conform to WI Admin. Code SPS 391.11.
5. Privies shall conform to WI Admin. Code SPS 391.12.
6. Portable restroom shall conform to WI Admin. Code SPS 391.13.
7. The disposal of any liquid, compost, product, waste or contents of any composting toilet, incinerator toilet, privy or portable restroom shall be in conformance with all applicable rules and regulations.
8. The non-plumbing sanitation system shall be vented in accordance with all applicable rules and regulations.
9. The non-plumbing sanitation system shall be kept clean and sanitary.
10. This agreement shall be binding on the owner, their heirs and assignees. This document shall accompany an application for a non-plumbing sanitation permit and will be recorded in the Marinette County Register of Deeds office as part of the permit issuance process.

Printed Owner(s) Name(s): _____ _____	Subscribed and sworn to before me on this date: _____ _____
Owner(s) Signature: _____ _____	Notary Public
Date: _____	My SPSission expires on: _____

Procedure to Obtain a Non-Plumbing Sanitation Permit

	Setbacks			Venting Required	Material, Design, Construction and Performance	Soil Boring Required	Separation between Pit and High Groundwater/Bedrock	Disposal of Contents	
	Lot Line	Navigable Water	Well					Building	NonPlumbing Liquids
Privy Pit	>5' or See Below	75'	50'	10'	3"	YES	3'	N/A	N/A
Privy Sealed Vault	>2' or See Below	75'	25'	5'	3"	NO	N/A	NR113	NR113
Composting Toilet	See Below	75'	N/A	N/A	SPS 82.31	NO	N/A	SPS 383 or NR113	EPA 40 CFR Part 503
Incinerator Toilet	See Below	75'	N/A	N/A	ANSI Z21.61	NO	N/A	SPS 383 or NR113	EPA 40 CFR Part 503
Portable Restroom	See Below	75'	25'	N/A	3"	NO	N/A	SPS 383 or NR113	SPS 383 or NR113

* Refer to County Shoreland/Wetland Zoning Code or Town Ordinances for minimum setback of structures to lot line

Chapter SPS 391

SANITATION

SPS 391.01	Purpose.
SPS 391.02	Scope.
SPS 391.03	Definitions.
SPS 391.04	Registrations.
SPS 391.10	Composting toilet systems.

SPS 391.11	Incinerating toilets.
SPS 391.12	Privies.
SPS 391.13	Portable restrooms.
SPS 391.14	Equal speed of access to toilets.
SPS 391.20	Incorporation of standards by reference.

Note: Chapter Comm 91 was renumbered chapter SPS 391 under s. 13.92 (4) (b) 1., Stats., Register December 2011 No. 672.

SPS 391.01 Purpose. This chapter has the following purposes:

(1) This chapter establishes minimum standards and criteria for the design, installation and maintenance of sanitation systems and devices which are alternatives to water-carried waste plumbing fixtures and drain systems so that these sanitation systems and devices are safe and will safeguard public health and the waters of the state.

(2) This chapter establishes criteria for equal speed of access to toilets for each gender in restrooms serving an amusement facility and a specialty event center where the public congregates.

Note: Chapter SPS 361 to 366 relating to commercial buildings and structures specifies the minimum number of toilet facilities for women and men.

Note: Chapter SPS 390 relating to swimming pools and water attractions contains minimum number of toilet facilities for women and men.

History: Cr. Register, April, 2000, No. 532, eff. 7-1-00; CR 04-072: am. Register July 2005 No. 594, eff. 1-1-06.

SPS 391.02 Scope. (1) This chapter has the following applications:

(a) This chapter applies to all composting toilet systems, incinerating toilets, pit privies and vault privies installed or constructed on or after the effective date of this chapter.

(b) This chapter applies to separate-gender restrooms serving an amusement facility and a specialty event center where the public congregates that are constructed or altered as specified in s. SPS 391.14.

(2) The provisions of this chapter are not retroactively applied to existing installations unless specifically stated in the administrative rule.

History: Cr. Register, April, 2000, No. 532, eff. 7-1-00; CR 04-072: am. (1) Register July 2005 No. 594, eff. 1-1-06; correction in (1) (b) made under s. 13.92 (4) (b) 7., Stats., Register December 2011 No. 672.

SPS 391.03 Definitions. In this chapter:

(1) "Amusement facility" has the meaning given in s. 101.128 (1) (a), Stats.

Note: Section 101.128 (1) (a), Stats., reads as follows:

"Amusement facility" means any zoo, state or local park, amusement or theme park, state fair park, county or other local fairgrounds, or any similar facility, as determined by department rule.

(2) "Composting toilet system" means a method that collects, stores and converts by bacterial digestion nonliquid-carried human wastes or organic kitchen wastes, or both, into humus.

(3) "Department" means the department of safety and professional services.

(4) "Facility where the public congregates" has the meaning given in s. 101.128 (1) (b), Stats.

Note: The relevant portions of section 101.128 (1) (b), Stats., read as follows:

"Facility where the public congregates" means any of the following that has a general capacity or a seating capacity of 500 or more persons:

1. An amusement facility
3. A specialty event center.

(5) "Incinerating toilet" means a self-contained device for the treatment of nonliquid carried wastes that deposits the wastes

directly into a combustion chamber, reduces the solid portion to ash and evaporates the liquid portion.

(6) "Pit privy" means an enclosed nonportable toilet into which nonwater-carried human wastes are deposited to a subsurface storage chamber that is not watertight.

(7) "Portable restroom" means a self-contained portable unit that includes fixtures, incorporating holding tank facilities, designed to receive human excrement.

(8) "Specialty event center" has the meaning given in s. 101.128 (1) (g), Stats.

Note: Section 101.128 (1) (g), Stats., reads as follows:

"Specialty event center" means an open arena used for rallies, concerts, exhibits or other assemblies, with no permanent structure for such assembly.

(9) "Vault privy" means an enclosed nonportable toilet into which nonwater-carried human wastes are deposited to a subsurface storage chamber that is watertight.

History: Cr. Register, April, 2000, No. 532, eff. 7-1-00; CR 04-072: renum. (1) to (6) to be (2), (3), (5) to (7) and (9), cr. (1), (4) and (8), Register July 2005 No. 594, eff. 1-1-06; correction in (3) made under s. 13.92 (4) (b) 6., Stats., Register December 2011 No. 672.

SPS 391.04 Registrations. The installation of a vault privy or a pit privy to serve a state-owned facility shall be registered with the department prior to installation. The registration of a vault privy shall be accompanied by sufficient information to determine compliance with s. SPS 384.25. The registration of a pit privy shall be accompanied by sufficient soil information to determine compliance with s. SPS 383.44 (4) (b).

History: CR 02-129: cr. Register January 2004 No. 577, eff. 2-1-04; correction made under s. 13.92 (4) (b) 7., Stats., Register December 2011 No. 672.

SPS 391.10 Composting toilet systems. (1) The materials, design, construction and performance of a composting toilet system shall conform to NSF Standard 41.

(2) All composting toilet systems shall be listed by a testing agency acceptable to the department.

Note: Listing agencies acceptable to the department include the American Gas Association; Canadian Standards Association; NSF International; Underwriter's Laboratories; and Warnock Hersey.

(3) (a) Components for the storage or treatment of wastes shall be continuously ventilated.

(b) Ventilation ducts or vents for the composting toilet system shall conform to s. SPS 382.31 (16).

Note: See appendix for a reprint of portions of s. SPS 382.31 (16).

(4) (a) The disposal of the compost shall be in accordance with EPA part 503.

(b) The disposal of any liquid from a composting toilet system shall be either to a public sanitary sewer system or a POWTS conforming to ch. SPS 383.

History: Cr. Register, April, 2000, No. 532, eff. 7-1-00; correction in (3) (b), (4) (b) made under s. 13.92 (4) (b) 7., Stats., Register December 2011 No. 672.

SPS 391.11 Incinerating toilets. (1) The design, construction and installation of a gas-fired incinerating toilet shall conform to ANSI Z21.61.

(2) The materials, design, construction and performance of an electric-fired incinerating toilet shall conform to NSF Standard 41.

(3) All electric and gas-fired incinerating toilets shall be listed by a testing agency acceptable to the department.

Note: Listing agencies acceptable to the department include the American Gas Association, Canadian Standards Association, NSF International, Underwriter's Laboratories, and Warnock Hersey.

(4) (a) The disposal of the end product shall be of in accordance with 40 CFR Part 503, Standards for the Use or Disposal of Sewage Sludge.

Note: EPA materials relating to EPA 503, including, "Domestic Septage Regulatory Guidance: A Guide to the EPA 503 Rule", are available from the Office of Water Resource, US EPA, 401 M Street SW, Washington D.C. 20460.

(b) The disposal of any liquid from an incinerating toilet shall be either to a public sanitary sewer system or a POWTS conforming to ch. SPS 383.

History: Cr. Register, April, 2000, No. 532, eff. 7-1-00; correction in (4) (b) made under s. 13.92 (4) (b) 7., Stats., Register December 2011 No. 672.

SPS 391.12 Privies. (1) (a) The storage chamber of a vault privy shall conform with the requirements of s. SPS 384.25 relating to holding tanks, and shall have a minimum storage capacity of 200 gallons or one cubic yard.

(b) 1. The storage chamber of a pit privy shall be sited and located in soil recognized to provide treatment and dispersal in accordance with s. SPS 383.44 (4) (b).

Note: Chapter SPS 385 establishes procedures for conducting soil evaluations and preparing soil evaluation reports. Section SPS 305.33 delineates the qualifications and certification procedures for individuals who conduct soil evaluations.

2. Governmental units may set standards for the structure above the vault or pit for one- and two-family dwellings.

3. Privies for public use shall meet the requirements of this section and chs. SPS 361 to 366.

Note: Chapters NR 811 and 812 establish minimum separation distances between a pit or vault privy and a potable well. Chapters NR 811 and 812 are administered by the department of natural resources.

(c) The storage chamber of a vault privy shall be anchored to prevent flotation caused by saturated soil conditions.

(2) (a) The storage chamber of a pit or vault privy shall be provided with a vent for the purpose of relieving explosive gases.

(b) The vent serving the storage chamber of a privy shall be:

1. At least 3 inches in diameter;

2. Installed in accordance with s. SPS 382.31 (16) (a) to (f); and

3. Fabricated or provided with screening to prevent insects from entering the storage chamber.

(3) The servicing of a vault privy relative to the pumping, transporting and disposal of the contents shall be in accordance with ch. NR 113.

(4) The abandonment of a vault privy shall be accomplished by:

(a) Having the contents of the storage chamber pumped and disposed of in accordance with ch. NR 113;

(b) Removing the entire top of the chamber; and

(c) Filling the remaining portion of the emptied storage chamber with soil or other inert material to an elevation equal to or above the surrounding grade.

(5) The abandonment of a pit privy shall be accomplished by filling the storage chamber with soil or other inert material to an elevation equal to the surrounding grade.

Note: The requirements of the commercial building code, chs. SPS 361 to 366, apply to the structures built over those privies serving public buildings and places of employment.

(6) (a) A privy may not be installed in a floodway.

(b) A privy may be installed in the floodfringe provided that the area is filled to remove it from the floodfringe designation or the vault is flood-proofed.

Note: The department of natural resources determines if filling or flood-proofing is in accordance with current rules in effect for development in a floodfringe area.

History: Cr. Register, April, 2000, No. 532, eff. 7-1-00; CR 01-139: am. (1) (b) 3. Register June 2002 No. 558, eff. 7-1-02; correction in (1) (a), (b) 1., 3., (2) (b) 2. made under s. 13.92 (4) (b) 7., Stats., Register December 2011 No. 672.

SPS 391.13 Portable restrooms. (1) The storage chamber of a portable restroom into which human waste is to be deposited shall be watertight.

(2) The entire floor and the side walls to a height of not less than 4 inches of a portable restroom shall be of a material impervious to water.

History: Cr. Register, April, 2000, No. 532, eff. 7-1-00.

SPS 391.14 Equal speed of access to toilets.

(1) APPLICATION. This section applies to the toilet fixtures in separate-gender restrooms serving an amusement facility and a specialty events center where the public congregates that are constructed or renovated on or after January 1, 2006 only if one of the following occurs:

(a) New separate-gender restrooms are constructed or separate-gender toilets are provided, in which case this section applies only to the new restrooms.

(b) More than 50% of the square footage of an existing separate-gender restroom is renovated, in which case this section applies only to the renovated portion.

Note: Under section 101.128 (1) (d), Stats., " 'renovation' means any structural remodeling, improvement or alteration of an existing facility where the public congregates. 'Renovation' does not include any of the following:

1. Reroofing.

2. Cosmetic remodeling, including painting or the installation of wall covering, of paneling, of floor covering or of suspended ceilings.

3. An alteration to an electrical or mechanical system."

(2) NUMBER OF TOILET FACILITIES. When separate public restrooms or other toilet facilities are provided for males and females at an amusement facility and a specialty event center where the public congregates, the number of toilets for the females shall be provided at a ratio of 2 for every toilet and every urinal provided for the males.

History: CR 04-072: cr. Register July 2005 No. 594, eff. 1-1-06.

SPS 391.20 Incorporation of standards by reference.

(1) CONSENT. Pursuant to s. 227.21, Stats., the attorney general and the revisor of statutes have consented to the incorporation by reference of the standards listed in sub. (3).

(2) COPIES. Copies of the adopted standards are on file in the offices of the department, the secretary of state and the legislative reference bureau. Copies of the standards may be purchased through the respective organizations listed in sub. (3).

(3) ADOPTION OF STANDARDS. The standards referenced in pars. (a) and (b) are hereby incorporated by reference into this chapter.

(a) American National Standards Institute, Inc., 1430 Broadway, New York, New York 10018, GAS-FIRED TOILETS, Z21.61-1983.

(b) NSF International, 3475 Plymouth Road, P.O. Box 130140, Ann Arbor, Michigan 48113-0140, NON-LIQUID SATURATED TREATMENT SYSTEMS, NSF 41-1998.

History: Cr. Register, April, 2000, No. 532, eff. 7-1-00; correction in (2) made under s. 13.92 (4) (b) 6., Stats., Register December 2011 No. 672.

CERTIFIED SOIL TESTER/MASTER PLUMBER

(Updated April-2019)

CSTM = Certified Soil Tester Morphological

MP = Master Plumber

MPRSW = Master Plumber Restricted Service

AMBERG, WI 54102
Cliff Teachout CSTM
(414)758-7869

ATHELSTANE, WI 54104
Paul Primakow, CSTM
N12037 Parkway Rd. (715) 927-3073

John Feaker, MPRS
W13192 Chestnut Lane (920) 336-7052

CASCO, WI 54205
Road King Excavating
Bob Berceau, CSTM
N6643 Blue Lagoon Lane (920) 819-4100

CECIL, WI 54111
Craig Montour, MP
W1719 Strupp Rd. (715) 745-2613

CRIVITZ, WI 54114
Crivitz Gravel
John Bartkowski, CSTM/MPRS
W7397 Noquebay Rd. (715) 854-7983

Dama Plumbing & Heating
Michael Dama, MP
716 Main St. (715) 854-2521

Hugh Guy, CSTM
W8515 Kuchta Rd. (715) 854-7511

Precision Plumbing
John Hensley, MP
509 Henriette Ave. (715) 789-2295

Rob Kamps, CSTM
N8114 Tipperary Lane (715) 927-3762

Kempka Excavating & Maiden Lake Plumbing
Jesse Kempka MPRS
N7225 Mickey Rd. (715) 854-2245

Jeremy Kraus, CSTM
W8125 Airport Rd. (715) 927-2093

Richlen Excavating
Jack Schroeder, MPRS
W8993 County Rd A (715) 854-7928

John Richlen, CSTM/MPRS
PO Box 665 (715) 927-3380

GOODMAN, WI 54125
Richard Anderson, CSTM
905 Beech Ave. (715) 336-2780

Goodman Plumbing
Michael Grahn, CSTM/MP
PO Box 165 (715) 336-2200

Affordable Plumbing
Jacek Wentland CSTM/MP
W16154 Sportsman Rd. (715) 336-2775

KINGSFORD, MI 49802
Richard Justus, CSTM
PO Box 2564 (920) 883-9390

MARINETTE, WI 54143
Tom McGuire, CSTM
W4401 County Rd X (715) 732-4400

Tri-City Plumbing
Dan Saucier, MP
PO Box 634 (715) 732-9795

MENOMINEE, MI 49858
Wm DeVries, MP
N438 West Dr. (715) 938-0107

NIAGARA, WI 54151
William Dyer, MPRS
W1025 Fischer Lake Parkway (715) 589-4492

Doug Morin, MP
W8855 Provencher Rd (715) 251-1999

Ed Neuens Excavating & Sanitation
Terry Neuens, MPRS
Jason Neuens, MPRS/CSTM
1887 Neuens Lane (715) 589-4409

Jereme Romitti, CSTM/MP
W8859 County Rd N (715) 251-4454

OCONTO, WI 54153
Jeffrey Zahm, CSTM
221 Messenger Ave. (920) 373-1673

OCONTO FALLS, WI 54154
Dave Peitersen, MP
346 Jackson St. (920) 846-1673

PESHTIGO, WI 54157
PHC
Rick Baacke, CSTM/MP
PO Box 27 (715) 582-3837

Road King Excavating
Tom Jorlin, MP
N3142 Seward Heights (715) 923-8800

Independent Plumbing
Matt Peters, MP
W5510 Leslie Rd. (715) 789-2716

Wade Schenk, MP
150 S. Beebe Ave. (715) 582-0552

PORTERFIELD, WI 54159
Wayne Blickhahn, CSTM
4103 Willow Rd. (715) 732-1360

POUND, WI 54161
Bryan Soderbeck, MP
11297 Tom Post Lane (920) 897-4031

SHAWANO, WI 54166
Rich Teetzen, CSTM
W8618 Hazel Dr. (715) 524-2846

SOBIESKI, WI 54171
Aaron Holdt, CSTM
6350 Nero Lane (920) 822-9918

WAUSAUKEE, WI 54177
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