

POLICY AND REQUIREMENTS FOR SEWAGE TREATMENT SYSTEM PERMITS

SITE EVALUATION

1. Contract with a soil scientist through the Association of Ohio Pedologists at www.ohiopedologist.com or the Ohio Department of Health at <https://odh.ohio.gov> for a soil evaluation. Partial list is attached.
2. A system design must be created by either a soil scientist or registered installer.
3. Obtain a Development Permit signed by the Floodplain Manager and a copy of the Plat Map of the proposed property. (these can be picked up at the County Engineers Office (740.962.3171) in the Riecker Complex)
4. Submit copies of the development permit, plat map, soil evaluation, and system design to the Morgan County Health Department for review along with a site evaluation fee of **\$150**. A site evaluation date and time will be scheduled. Property owner's Registered Installer **MUST** be present at the site evaluation.
5. **Grass must be mowed for any site evaluations and all dogs must be restrained.** Disturbed and/or compacted soils CANNOT be used for sanitary leaching. It is recommended that the property owner be at the scheduled site evaluation along with the Registered Installer.
6. The health department completed site evaluation is **valid for five years** from the date of approval provided there are no changes to the site conditions or the system design, including the sewage source.
7. Any and all variance requests must be presented to the local Board of Health. Variance fee is **\$100**.

INSTALLATION PERMIT

8. Purchase a Sewage Treatment System Permit and provide your Morgan County Registered Installer's name on the application. (**\$525.00**) This permit is **valid for 12 months**.
9. Final inspections must be scheduled at least 24 hours in advance. System **MUST** be left uncovered for the final inspection. After completion of the installation and a final inspection, the installer will cover the system. Systems CANNOT be installed in wet conditions.
10. An As-Built drawing, that is in compliance with the Morgan County Health Department, is required to be submitted for FINAL approval.
11. A 12-month inspection will be performed by the Morgan County Health Department at no additional charge.

OPERATION PERMIT

Property Owner must complete and **SIGN** the application. The initial OPERATION PERMIT fee is waived for new systems. A renewal fee of **\$25** is due after TEN years along with an inspection report due for ALL sewage treatment systems installed after January 1, 2015. The septic system must be pumped and/or inspected by a registered contractor once every ten years. Upon future transfer of property, the new owners must be notified during the disclosure process that an Operation Permit is required.

ABANDONMENT PERMIT

There is a **\$50** ABANDONMENT PERMIT fee due **ONLY whenever an old septic tank is being replaced.** Form is available in our Office. Must be completed & signed by Registered Installer.