



Potential building sites that do not have access to municipal sewage will require the installation of a household sewage treatment system (HSTS). To begin this process, property owners, will need to apply for an approval through the Defiance County General Health District. Approvals require the completion of three steps.

1. Application for a site review. The department will review the site characteristics to ensure that the Ohio rules regarding installation, maintenance and replacement of the HSTS can be met.
  - a. HSTS systems serving new homes must use soil absorption in the form of a mound, leachfield or chamber as the means of secondary treatment.
  - b. As part of this review, an area equal to the size of the original secondary treatment system must be set aside for a potential future replacement area. This typically runs about 0.3 acres for both the original system and the replacement area.
  - c. Homeowners must also plan how storm water and water from perimeter drains will be managed. If a storm tile passes off your property, a maintenance easement will be need to be drawn up with the adjacent property owner and a copy submitted to the health district.
  - d. **Homeowners must submit a blue-print/scale drawing of the proposed home, showing the number of bedrooms.**
2. Application for a soil evaluation. This requires the excavation of a test pit to be dug near where the secondary treatment system is planned to be located. **This will be arranged and paid for by the homeowner.** The pit will need to be approximately four feet deep and 3'x3' feet wide. The purpose is to evaluate the soil profile and determine a limiting layer depth, soil texture and other factors needed to design the secondary treatment system.
  - a. Alternately, you can employ a soil scientist to do this work and provide a copy of the report to the health district. Lists of scientists can be found at this link: <http://www.odh.ohio.gov/odhprograms/eh/sewage/STSpages/Soil%20Scientist%20and%20Soils%20Resource%20Page.aspx> Should you decide to employ an approved scientist, no fee is due to the district for this service.
3. Application for system design. The health district will prepare a design and place the specifications in a letter. This can then be taken to installers for a bid. Alternately, the system can be designed by a soil scientist or other party with experience in design. The fee to the health district will still be applicable to review these designs.

Once the above steps have been completed, the department may issue an approval or disapproval. Approvals expire 2 years from the approval date. **Once the owner receives approval, they may apply for an HSTS installation permit, and applicable fee.** Permits expire in one year. **All work must be completed by a registered installer.** Installers must submit a bond to the Ohio Department of Health and be registered with the health district. I have included a list of septic installers that are registered to do work in Defiance County. If you wish to become registered yourself, please contact our office for more information.

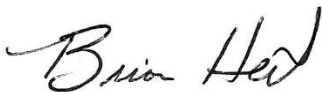
Unless connecting to a Public Water System, the owner **will need to obtain a private water system permit** from the district. Ponds used for drinking water shall be constructed by state registered Private Water Systems Contractors. Please contact our office for the current water permit fee.

It is recommended that you contact the Soil & Water Conservation District, if you have not already, to develop a Site Plan for your property. You may contact them at:

Soil & Water Conservation District  
06879 Evansport Road Suite C  
Defiance, Ohio 43512  
P: (419) 782-1794  
F: (419) 782-1791  
E: swcd@defiance-county.com

Please see the enclosed Site Review/Soil Evaluation/System Design Application; submit the application and applicable fees (**Checks made payable to DCGHD, must write driver's license # on check**) at your convenience. Please let me know if you have any questions regarding this letter, or any other matter

Sincerely,

A handwritten signature in cursive script that reads "Brian Heil".

Brian Heil, R.S.  
Registered Sanitarian  
Defiance County General Health District  
Email: [bheil@defiancecohealth.org](mailto:bheil@defiancecohealth.org) Website: <http://defiancecohealth.org/>

Enclosures: Site Review/Soil Evaluation/System Design Application