



Household Sewage Treatment System Application Instructions

1. A complete soil and site evaluation must be conducted by a registered soil scientist. The evaluator will provide the homeowner with a soil profile that is compliant with the Ohio Administrative Code(OAC) 3701-29-07
2. A design for the proposed sewage treatment system must be prepared by a qualified individual. The designer will utilize the estimated flow from the house plans along with the soil evaluation from Step 1 to develop a design compliant with OAC 3701-29-10.
3. A site review application form must be completed and submitted to this office with the application fee, copy of the soil evaluation, (2) copies of the sewage system design, and a copy of the house plans.
4. This office will review the submitted material for compliance with state regulations, and conduct a site visit of the proposed building lot.
5. If the site review application and septic design are approved, this approval will be valid for five years so long as there are no changes made to the site conditions, STS design or house plans. You may apply for an installation permit anytime within that five year period. Permits are valid for 12 months.
6. Only a contractor that is license and bonded with the Auglaize County Health Department may install the septic system. We can provide you with a list of registered contractors when you are ready to install the septic system
7. Once the Sewage System has been installed, the contractor will contact this office for an inspection prior to covering. A final approval of the septic system is required before the home may be occupied. Upon final approval an operational permit application will be mailed to the homeowner.