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Application for a Sewage Treatment System Evaluation

NOTE: If you believe you meet an exemption for not having an evaluation done at this time, please complete this packet identifying your exemption in the appropriate section and provide copies of the supporting documentation for review. An evaluation and payment may still apply if the exemption is not valid.

The Environmental Health Specialist will arrange and conduct the evaluation during normal business hours unless special arrangements have been made. The person providing access to the home must be available during the evaluation.

If this evaluation is due to a property transfer, it is important that all of the parties involved plan ahead. If possible, the evaluation should be scheduled at least **Forty-Five (45) days** prior to closing. If possible, the evaluation should be conducted prior to the listing of the home instead of during or even after its sale. **Whoever the homeowner is at time of the evaluation, will be provided with a copy of the evaluation and any other correspondence from the Health District. It will be the homeowner's/entity's legal responsibility to disclose and distribute copies to the buyer and/or as required by their purchase agreement, bank, realtor, title agency, etc.** Only one copy of the evaluation report and sample results will be provided.

The opinion rendered by the Health District regarding the sewage treatment system applies only to the date and time that the evaluation was conducted. This opinion does not guarantee the future performance of the sewage treatment system and is rendered with the expectation that the system will not be loaded beyond its original design capacity and that routine maintenance will be performed as required.

An additional fee will be invoiced for an O&M Permit upon completion and passage of an evaluation. Once entered into the program the fee becomes annual, every 3 years, or every 5 years based on the type of system.

Reason for Request:

Sale of property Risk
 Refinancing Voluntary
 Public Health Nuisance

Location to be evaluated:

Property Address: _____
Township: _____
Owner's name: _____

Results will be provided by mail email:

Owner: _____
Address: _____
City/State/Zip: _____
Email: _____
Phone: _____

Access to be provided by (Check if same as Owner):

Name: _____
Address: _____
City/State/Zip: _____
Email: _____
Phone: _____

Number of Occupants in home _____

Number of bedrooms _____

Date of last pumping _____

Is the house currently occupied? Yes or No

If yes, has it been continuously occupied for at least 60 days? Yes or No

Have there been any other evaluations of this sewage treatment system? (If yes, submit copies) Yes or No



An equal opportunity provider of employment and services.



Have there been any repairs/maintenance done on this sewage treatment system other than pumping? Yes or No If Yes, provide information as to what was done and when.

*****PLEASE READ THE FOLLOWING SECTIONS CAREFULLY BEFORE SIGNING*****

- I believe that I am exempt from a sewage treatment system evaluation at this time. Supporting documentation is provided with this application. I understand that if my exemption is not valid that I will receive an invoice to have an evaluation completed. *(See page 4 for the list of exemptions.)*
- I, the undersigned, acknowledge that the conclusions in this evaluation are opinions based on written documentation available in the Health District archives, a visual inspection of accessible components of the sewage treatment system, and/or in the case of off-lot systems: sample test results utilizing standard methods of wastewater analysis (when requested). I also understand that the conclusions and/or results of this evaluation are with respect to the effectiveness of the system at the time of the inspection and in no way guarantees the future performance of the system.

I understand the system MAY not be fully evaluated by this department if any of the following conditions exist:

- 1) Snow cover over on-lot systems. Off-lot systems will be determined on an individual basis.
- 2) **The septic tank(s) have been pumped within the last 60 days.**
- 3) All components (septic/aeration tanks, lift station, distribution boxes) of the system are not uncovered and clearly visible to the Environmental Health staff. This is the responsibility of the homeowner or person requesting the evaluation.
 - a) **If a permit is not on file and the location and type of sewage treatment system is unknown,** the homeowner may choose to hire a registered sewage professional to verify the location, the length, and the type of primary/secondary treatment present, etc. **If the homeowner chooses not to hire a registered sewage professional, the Health District will require the system to be replaced.**
- 6) No one is present to provide access to the property/dwelling.
- 7) Excessive brush, grass, or ground cover exceeds 6" in height.
- 8) In the case of off-lot discharge, (when a sample has been requested) a sample well is not present or has not been installed or a discharge is not present, and a **flowing** sample cannot be obtained.

I acknowledge that if any of these conditions exist, a re-evaluation fee will be required for any additional visits to the property. In addition, it is understood that if the system is determined to be failing and ineffectively treating the sewage effluent, the owner will be **REQUIRED** to make necessary repairs to or replace the sewage treatment system.

Check one (1) option below:

- If I have an off-lot discharging sewage treatment system I understand that it must be evaluated but I have chosen not to have it sampled; additionally, I the undersigned acknowledge that I am required to disclose to any buyer that the passage of an effluent sample is required within ten (10) years of the date of issuance of this permit.
- If I have an off-lot discharging sewage treatment system to be evaluated, I understand that sampling of the effluent is required within ten (10) years of the issuance of this permit. I elect to have the effluent sampled at this time. Please send me a request form.

Disclaimers

- 1) The components of the system may be fragile or brittle due to their age or the harsh environment they are exposed to.
- 2) The District shall not be liable for any loss or damage unless such loss or damage is caused by gross negligence or malicious intent.
- 3) **If an evaluation cannot be completed, a missed appointment fee will be assessed.**
- 4) The final report may not meet the requirements for some lending agencies, e.g. FHA, VA, USDA, etc. The report will not be modified to accommodate these requirements or requests.

I have read, understand, and agree to the conditions stated on this form. No evaluation will be conducted without the signature of the current property owner. I acknowledge under penalty of falsification (ORC 2921.13) that no modifications have been made or substances added to the HSTS to temporarily alter the laboratory analysis of effluent generated by the HSTS. Such actions are a direct violation of Ohio disclosure laws.

THE CURRENT PROPERTY OWNER and REQUESTOR *MUST SIGN THIS FORM.*

Signature of Property Owner _____ *Date* _____

Signature of Requestor _____ *Date* _____

Exemptions

Each Sewage Treatment System in Huron County shall be inspected and evaluated prior to or after the sale. Transfers exempt (unless under previous HCPH orders) from inspections include the following. If you feel that you are exempt from a mandatory evaluation currently, please, identify by checking the appropriate exemption below and providing copies of supporting documentation for review. An invoice will follow if the exemption is not valid.

- Transfer to evidence a gift, in any form, between spouses, domestic partners, or parent and child.
- Transfer into a trust where the settlor or the settlor's spouse or domestic partner conveys property to the trust and is also the beneficiary of the trust.
- Transfer on death to a relative, spouse, domestic partner, or trust.
- Transfer pursuant to R.C. 2106.16) a purchase of property by a surviving spouse or domestic partner if left by decedent not specifically devised or bequeathed.
- Transfer between trusts without an exchange of funds.
- Transfer to a trustee acting on behalf of minor children of the deceased.
- Transfer to a trustee of a trust when the grantor of the trust has reserved an unlimited power to revoke the trust.
- Transfer to the grantor of a trust by a trustee of the trust when the transfer is made to the grantor pursuant to the exercise of the grantor's power to revoke the trust or to withdraw trust assets.
- Transfer between person's pursuant to Revised Code section 5302.18 (survivorship).
- Transfer creating or ending joint ownership if at least one person is an original owner of the property or his or her spouse or domestic partner.
- Change in ownership solely to exclude a spouse or domestic partner.
- Pursuant to a court of competent jurisdiction an order to settle a divorce, dissolution, or legal separation.
- Transfer to confirm or correct a deed previously executed and recorded.
- Transfer of an easement or right of way when the value of the interest conveyed does not exceed \$1,000.00.
- Transferred to or from the United States, Ohio or any instrumentality, agency or political subdivision of the United States or Ohio.
- Dwelling that is in possession of an active operation and maintenance permit obtained from HCPH prior to date of property transfer, i.e. 2015 or newer constructed home with system approved by HCPH.
- Premises or dwelling that has obtained an STS abandonment permit from HCPH to ensure proper demolition.
- Municipal Sanitary Sewer will be available within three (3) months, and the system is not failing. Affidavit and agreement will be required.
- Transfer that has met all the District's requirements and is delayed 45 days from the fully compliant and completed HCPH application date.
- Transfer from a sale that is under contract before March 25, 2019.
- Dwelling is legally tied into a municipal sanitary sewer or other wastewater treatment facility under the jurisdiction of the Ohio Environmental Protection Agency.

Make checks payable to Huron County Public Health. Fees below do not include effluent sampling.

Sewage Treatment System (STS) Evaluation Fees	Amount	Add TOTALS
Sewage Evaluation & Report – Household Permitted	\$505.40	
Sewage Evaluation & Report – Household Non-Permitted but Verified	\$469.64	
Sewage Evaluation & Report – Small Flow Permitted	\$300.00	
Sewage Evaluation & Report – Small Flow Non-Permitted but Verified	\$359.11	

Re-inspections or Missed Appointments will be charged an additional fee for each occurrence.

<input type="checkbox"/> STS maintained by a current service contract. No fee applies.	Total Due prior to scheduling	\$
HCPH Exemption verified by _____ . No fee applies.		

After submitting this application with applicable fees, schedule an inspection with HCPH.



Septic System Verification Process

How It Works and What to Expect

Any existing property that **does not have an original installation permit on file with Huron County Public Health (HCPH)** may use a Huron County Registered Provider to attempt to verify that a system and components are present to obtain an Operation and Maintenance (O&M) Permit. Below is a list of items that are needed (**If not already present**) prior to the evaluation by HCPH. After an evaluation has been conducted by HCPH, and **IF** system components are verified, an Operation & Maintenance permit may be issued to the homeowner or designated representative.

1. Approved, watertight tank risers and lids shall be added so that the tank is easily accessible and serviceable at grade, at all times. Risers and lids are required over the inlet and outlet of each septic tank present. If a pre-existing service hole is not present in the tank top, the registered provider shall replace the lid of the septic tank with an appropriate pre-cast lid with inspection outlets.
2. Distribution, diversion, and/or Inspection wells shall be installed so they are accessible at grade. Secondary treatment shall be located only by a registered service provider **utilizing locating equipment** (sewage camera or locator, and hand digging for minor repairs). Mechanical digging/unearthing of secondary treatment can result in a public health nuisance or premature failure of any household sewage treatment system.
3. If any secondary treatment is confirmed to be present (**using locating equipment**), the end of each line shall be marked by the registered service provider using flags or stakes for HCPH to verify.
4. If an off-lot discharge exists, discharge line(s) shall be identified, and a sampling well shall be installed to allow for a free-falling sample to be collected by HCPH. Homeowners shall be required to collect a minimum of two (2) effluent samples within ten (10) years of O&M Permit issuance to determine the absence or presence of a Public Health Nuisance.

Homeowners have two options with HCPH for the verification process:

1. **Have a Huron County Registered Service Provider complete the entire verification process prior to HCPH's scheduled evaluation.** All components listed above shall be accessible at grade. An application shall be submitted (with associated payment) to HCPH prior to scheduling of the evaluation.
2. **Have a Huron County Registered Service Provider complete the verification process with HCPH.** A Registered Environmental Health Specialist (REHS) from HCPH will coordinate with the homeowner/representative and registered service provider to complete the verification process under their direct supervision. The verification process may include no more than two site visits by HCPH's REHS and shall include an increased evaluation fee from HCPH. All processes listed above shall be completed during the joint evaluation system verification. An application shall be submitted (with associated payment) to HCPH prior to scheduling of the evaluation.



EVALUATION GUIDANCE

HOW TO PREPARE FOR YOUR STS EVALUATION

At the time of your evaluation these items need to be ready for our inspection. Failure to have these addressed and ready will result in a re-inspection fee of \$75.

1. Distribution / Splitter boxes may need to have risers installed so that they are accessible at all times.
2. Inspection / Sampling wells may need to have risers installed.
3. Septic tanks will be required to have a riser to grade and accessible over the inlet and outlet end of the tank (diagram below).
4. If an outlet baffle is not present a Sanitary Tee will need to be installed.
5. Alternating fields were designed to rest one field for 6 months, an elbow, cap or other blocking device is required to be present on one pipe in the splitter box.

