



**CARROLL COUNTY
GENERAL HEALTH DISTRICT**
Healthy People — Safe Communities

New Build Procedures for Residential Structures

1. Contact a qualified Soil Scientist. The Soil Scientist must evaluate excavation pits and document the soil profile to a depth of at least 60". A listing of Soil Scientists registered with the Association of Ohio Pedologists can be found on their website at www.ohiopedologist.com/. The Soil Scientist will send their completed soil analysis to you. *(Please make sure our office gets a copy of the report so we can proceed with the Site Review; *Step #2*). A list of Soil Scientists can be obtained from our office.
2. Come in to our office or call at 330-627-4866 #1522 to schedule a Site Review of the lot. You must submit payment and have an application filled out for a Site Review. The current fee for a Site Review is **\$325.00**. (*Please submit a copy of your soil analysis for our records*). Once approved by our office the Site Review is valid for 5 - years.
3. Have a Sewage Treatment System Design created. Anyone that is familiar with septic systems and septic systems designs can create the design as long as it meets the design requirements in ORC 3701-29-10.
4. Submit to our office the completed Design for approval. The proposed septic system must be staked out on the property and a Sanitarian from this office will conduct a final Site Evaluation.
5. Once your **Design** has been **approved**, you or your Carroll County registered Septic Installer can pull the Septic Permit. The current fee for a Septic Permit is **\$595.00**. A list of licensed Septic System Installers can be obtained from our office.
6. Our office requires a three (3) business day notice prior to installation. The system shall be inspected before it is covered. Once the final inspection has been completed, the registered Septic Installer must submit an "As-Built" Drawing to our office. Final approval of the septic system cannot be given until we have received the As-Built drawing of the system.
7. If your home will be serviced by a Private Water System, a Private Water Systems Contractor registered in Ohio will submit application for the water system to our office. The current fee for a Private Water System permit application is **\$544.00**.

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