



# Sewage Treatment System (STS) Site Review Application

Application Fee - \$728.00

Includes Site Evaluation & Initial Design Review Fees

**The following must be submitted along with this application:**

- A **Soil Evaluation** completed in accordance with OAC 3701-29-07:
  - A qualified soil evaluator must conduct an examination of the soils on your property and will provide detailed information on the required report.
  - A list of Certified Soil Scientist that work in NW Ohio can be obtained through our department.
  - If the lot is not large enough to support an On-Lot STS, the soil evaluation may be waived, contact WCHD prior to a soil evaluation to have a determination made.
- A **Sewage Treatment System Design** completed in accordance with OAC 3701-29-10:
  - A sewage system design plan must be provided for review by the Wood County Health Department.
  - This plan must include proposed layout of the property, layout of components of the proposed STS, how adequate sewage treatment will be achieved in the soil conditions present on the property, etc.
  - A list of qualified professionals that work in NW Ohio can be obtained through our department.

**Complete the following information – Please print legibly**

**Type of Sewage Treatment System:**    New       Replacement       Alteration

**Sewage Treatment System will serve:**    Single Family Dwelling       Two/Three Family Dwelling  
 Commercial Building: Use of Building: \_\_\_\_\_       # of Employees: \_\_\_\_\_  
 Other:

**Owner Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Owner Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Property is located at/on:** \_\_\_\_\_ **Crossroads:** \_\_\_\_\_

**Parcel #:** \_\_\_\_\_ **Which side of the road is property located on?**      N      S      E      W

**Proposed # of Bedrooms:** \_\_\_\_\_ **Basement:** Yes / No      **Water Supply:** City Water / Private Water      **Township:** \_\_\_\_\_

- Once this completed form is submitted, with the appropriate fee(s) and documentation to WCHD, an EHS will review the entire package to ensure the proposed STS meets OAC 3701-29;
- After the review of the proposed STS, an EHS will contact you to schedule an appointment for the Site Evaluation;
- The proposed STS must be staked out along with the house, drive and any permanent structures on the property;
- Once completed, Site Review, Soil Evaluation, & Sewage System Design are valid for a period up to 5 years;
- Soil evaluations/STS designs may be transferable.

I have completed this application to the best of my ability and agree to all terms and conditions on this application and that to the best of my knowledge, all the information provided with this application is factual. By signing this form, I am authorizing and requesting a site review and/or soil evaluation to be conducted on the above-noted property.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Builder, if applicable:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_ **Email:** \_\_\_\_\_

\*\*\*\*\*OFFICE USE ONLY\*\*\*\*\*

Date:	Amount Paid:	Receipt #:	Sanitary Sewers Available? <input type="checkbox"/> YES <input type="checkbox"/> NO
Site Review #:	Sanitarian:	Initials: <input type="checkbox"/> HSTS <input type="checkbox"/> SFOSTS	

**Site drawing must be completed on the back of this form.  
Incomplete forms will not be accepted and will delay processing of your application.**

\_\_\_ North Directional (Please shade in the North Directional Arrow at the bottom of this page.)

\_\_\_ Overall lot dimensions: \_\_\_\_\_

\_\_\_ All ditches, creeks, buried field tiles and ponds within 50 feet of proposed property line

\_\_\_ Proposed location of any pond

\_\_\_ Location of any trees

\_\_\_ Location of house, driveways and any other proposed buildings

\_\_\_ Existing or sealed wells

\_\_\_ Location of public drainage to be used (ditch, creek, public tile)

**The corners of the lot and 4 corners of the proposed dwelling must be staked prior to inspection.**

