



Adams County Health Department

Public Health
Prevent. Promote. Protect.

Environmental Health and Emergency Preparedness

560 Rice Drive
West Union, Ohio 45693
Phone: (937) 544-5547
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SITE EVALUATION APPLICATION

According to the Ohio Administrative Code a site evaluation and permit to install must be purchased prior to the installation of an on-site sewage disposal system or the construction of any new residential dwelling.

Steps for Obtaining a Site Evaluation and Permit to Install

1) Complete and return attached site evaluation application and the associated inspection fee. **The site evaluation fee for a new installation is \$350.00 and for a repair installation is \$200.00.** In addition, a copy of the deed or land contract, survey/ plot map of the property and a floor plan of the proposed home must be submitted at the time of application. **All required paperwork and fees must be submitted prior to an inspection being scheduled or conducted.** The site evaluation will be conducted in a timely manner, but may, depending on scheduling and limited personnel may take up to fifteen (15) business days to occur. Adams County requires that all proposed development sites contain a minimum of one acre of usable ground for approval unless originally platted prior to 1994. **The fee for this service is non-refundable or transferrable after the application has been submitted.** Please allow for up to 15 business days from the date submitted for the inspection and report to be completed.

2) The proposed development site must be ready for an inspection prior to submitting this application, a sign with the address or owners name needs to be placed along the roadway for easy identification of the site and the home site needs to be identified with four corner markers showing the homes location. **If we are unable to locate the site or the site location changes after the site evaluation has been conducted a re-inspection fee of \$75.00 will be assessed.**

No land clearing, bulldozing, or construction shall occur prior to the site evaluation being conducted. The site evaluation fee will be increased to \$450.00 if these activities have occurred prior to the inspection. No part of the septic system shall be installed until a site approval has been given and a permit to install purchased. The installation of a septic system without a permit to install will result in a penalty of twenty-five percent of the permit fee plus the permit fee. The homeowner is responsible for ensuring that all evaluations and permits are purchased prior to starting any work.

3) After the site has been inspected by our staff and advised that the property is developable, you will need to contract with a Soil Scientist, at the owners' expense, to have the soils on the property evaluated. You will receive a report from the Soil Scientist describing the soil conditions of your property. If the soil report reveals extreme limiting factors, an engineer trained in the design of septic systems may need to be contacted at the owner's expense. All reports and designs will need to be submitted to our office for the approval of your onsite sewage treatment system. **This approval is valid for five years from the date of signature.**

4) Only licensed and bonded septic system installers are permitted to install on-site sewage disposal systems in Adams County. Attached is a list of those installers that are registered to install or repair septic systems in our county. Prior to obtaining your permit to install you will need to know which contractor will be installing your system.

Sewage Treatment System Fees

(EFFECTIVE DATE 01/01/2025)

Site Evaluation for Repair	\$200.00
Site Evaluation for New Installation	\$350.00
Site Evaluation with Construction prior to Inspection	\$450.00
Site Evaluation for Type 1 Gray Water System	\$350.00
Site Evaluation for SFOSTS (Commercial)	\$350.00
Site Evaluation for SFOSTS (Non- Commercial)	\$350.00
Lot Split Evaluation	\$400.00
Permit to Install (NEW)	\$526.00+\$74.00=\$600.00
Permit to Install (Type 1 Gray Water System)	\$526.00+\$74.00=\$600.00
Permit to Install (Commercial SFOSTS)	\$526.00+\$74.00=\$600.00
Permit to Install (Non- Commercial SFOSTS)	\$526.00+\$74.00=\$600.00
Permit to Install (50% or more of Disposal Components)	\$326.00+\$74.00=\$400.00
Permit to Install (Septic Tank Replacement)	\$250.00+\$35.00=\$285.00
Permit to Install (49% or less of Disposal Components)	\$250.00+\$35.00=\$285.00
Permit for Abandonment of Existing Onsite System	\$250.00
Operation & Maintenance Permit (All Systems)	\$60.00
Operation & Maintenance Permit (Other Agency Inspect)	\$30.00
Subdivision Review	\$200.00 + \$100.00 per lot
Loan Evaluation (Septic)	\$200.00
Septic Re-inspection Fee	\$100.00
Penalty Fee (Installing without Permit)	25% permit fee+permit fee



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HOUSEHOLD SEWAGE TREATMENT SYSTEM SITE EVALUATION APPLICATION

Date: _____

Receipt #: _____

Applicants Name: _____ Phone #: (____) _____

Mailing Address: _____

Location of Site: _____

Directions to Site: _____

Township: _____ Lot Size: _____ Water Supply: _____

Type of Installation: New: ____ Replacement: ____ Alteration: ____

Type of Home: Stick Built ____ Modular ____ Doublewide ____ Trailer ____ Existing ____

Foundation Type: Basement ____ Slab ____ Crawl Space ____

Number of Bedrooms: ____ Number of Rooms: ____ Number of Bathrooms: ____

Number of Occupants: ____

Other Information: _____

By signing below I declare all the above information is true and complete to the best of my knowledge. I grant permission to the Adams County Health Department to enter said property during regular business hours (8:00 am- 4:30 pm) for the purpose of inspecting site for the installation of the septic system. I also allow for the disclosure of past records and for them to contact septic contractors and/ or other inspectors. I understand that the fee for this service is non-refundable or transferrable after the application has been submitted. Please allow for up to 15 business days from the date submitted for the inspection and report to be completed. Design reports may take longer depending on reports submitted by other agencies.

Applicant's signature: _____

Date: _____

-----OFFICE USE ONLY-----

Sanitarian: _____

Date of Inspection: _____

Approved Soil Scientists

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- **A Horizon LLC**
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- **Clear Creek Service**
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