

## Driveway Permit

County and township driveway permits may be obtained from the Engineer's Office at 740-385-8543. Contact ODOT to obtain a driveway permit off a state route at 740-385-2629.

## House Address

A house address is required before any permits can be issued. Contact the Map & Drafting Office for an address at 740-385-8546.



## Septic System Maintenance

Maintaining your septic system is extremely important for maximizing the life of the system and for safeguarding you and your family from disease-causing organisms. Properly working systems are essential for protecting surface and ground water and drinking water supplies.

1. Pump out the septic tank or aerator every 3 –5 years or when the sludge level is 1/3 full.
2. The aerator motor should run continuously.
3. Switch leach fields every six months and periodically clean the filter in the septic tank.
4. Do not use your septic system as a trash can. Never flush hazardous chemicals, medications, garbage, or tank additives.
5. Practice water conservation and spread out laundry loads over the week.
6. Use biodegradable detergents and cleaners.
7. Use low-flow fixtures and repair leaky faucets and running toilets immediately.
8. Never drive over, dig in, or plant on top of the septic system.
9. Contact the Health Department if you have any questions or experience problems with your system.

## **Residential Building Checklist:**

- Adequate Lot Size & Road Frontage
- Driveway Permit
- Address
- Site/Soil Evaluation
- Building Permit
- Sewage Treatment System Permit
- Operation Permit
- Private Water System Permit
- Final Sewage Inspection
- Acceptable Water Sample
- Underground Inspection (if needed)
- Rough-In Plumbing Inspection
- Final Plumbing Inspection



## **Building Healthy Communities**

Hocking County Health Department  
132 Hocking Mall  
Logan, OH 43138  
Tel: 740-385-3030 ext. 2  
Fax 740-385-2252

## **Building Healthy Communities**

# HOCKING COUNTY HEALTH DEPARTMENT

*Land Division, Site/Soil Evaluations, Residential & Commercial Plumbing, Private Water Systems, and Sewage Treatment Systems.*



Division of Environmental Health

Tel: 740-385-3030 ext. 2  
Fax: 740-385-2252

**WELCOME TO THE HOCKING COUNTY HEALTH DEPARTMENT. WE ARE COMMITTED TO SAFEGUARDING HUMAN AND**

**Land Division**

1. Before dividing any property, contact the Planning Office at 740-380-9634 ext. 28.
2. When a municipal sewer system is not available, the new lot must have at least sixty (60) feet of public road frontage and contain 80,000 sq. ft. (1.836 acres) or more that is not in the designated floodzone or previously strip-mined or disturbed.
3. For existing homes, the new lot lines must be a minimum of 10 feet from any part of the sewage and water systems.
4. Once the new plat has been approved and stamped by the Engineers Office, flag all property lines and contact this office for an evaluation. There is a nominal fee for this service and test holes may be required.
5. Final approval is required from the Planning Office prior to recording the new lot at the Courthouse.



**Building Permit**

1. Only residential construction requires a building permit which must be obtained **before** building or placing a new home and **before** replacing an existing home.
2. Complete a permit application, remit the required fee and schedule a site evaluation with a sanitarian.
3. When replacing a home, the existing sewage system must be inspected and risers to grade are required on all septic tanks and aerators. The system must comply with the rules that were in place when the system was installed.
4. Post the building permit by the road.

**Site/ Soil Evaluation**

1. Prior to placing a home or beginning construction, complete an application, remit the required fee and schedule a time for you or your authorized representative to meet with a sanitarian at the site.
2. A copy of the plat for the property indicating ownership, acreage and road frontage is required. Contact the Map & Drafting Office at 740-385-8546 for a copy of your plat.



3. In order to design a sewage treatment system that is specific to the site, a soil analysis is required by a soil scientist or by the Health

Department. The property owner must make arrangements to have at least 2 five-foot deep test holes dug in the proposed area of the septic system during the soil evaluation.

**Sewage Treatment System Permit**

1. Permits to install and operate a sewage treatment system are required for new systems and repair of existing systems except for the addition of risers or the repair of a sewer pipe.
2. Complete an application and a permit will be issued after the site/ soil evaluation. **The installation permit is valid for one year after issuance.**
3. The system must be installed by a registered sewage system installer. Homeowners must pass a statewide sewage exam in order to install their own system.
4. Contact this office for a final inspection before covering the system.

**Private Water Systems**

1. A permit is required for installing a new or repairing an existing water well, cistern, hauled water tank, or spring.
2. Complete a water system application and the permit will be issued after evaluating the site. **The permit is valid for one year after issuance.**
3. Water Contractors must be licensed with the Ohio Department of Health.
4. Following installation and chlorination of the system, contact this office to schedule a water sample and final inspection. The water will be analyzed for bacterial and nitrate contamination.



**Plumbing Permit**

1. A Plumbing permit is required for a private residence or commercial building and for the installation of a water conditioner or back-flow prevention device.
2. Plumbers must be registered with the Hocking County Health Department.
3. The registered plumbing contractor or homeowner must complete and submit the permit application along with the required fees and isometrics of the drain and water system.
4. Contact the Plumbing Inspector for the underground, rough-in and final inspection. A re-inspection fee will be levied for repeat visits.
5. A plumbing permit is not required for repair work such as replacing a sink or shower.