



MERCER COUNTY

HEALTH DISTRICT

Process for Obtaining a Sewage Treatment System Installation Permit

The purpose of this document is to guide property owners through the process of obtaining the necessary permit for installation of a septic system for either a new home or a replacement of an existing system.

The First Step

In the case of brand new lots less than 20 acres in size— not previously surveyed or recorded: Obtain subdivision lot approval. Included in the Subdivision Rules for creating lots is a requirement for a soil evaluation to be performed by a certified soil scientist. This will give you the information to determine the best place on your proposed building site to install a soil based septic system. In some cases, property line proposals may need to be adjusted to accommodate the septic system and its replacement area.

In the case of existing properties – previously recorded, with or without an existing house- have the above described soil evaluation performed by a certified soil scientist. Based on the information from the soil evaluation, a suitable location for a sewage treatment system will be identified. In some cases, it may be determined from the soil evaluation that a soil-based septic system is not possible due to limited available space or poor soils. In those cases, an alternative, discharging system can be arranged with the proper EPA permit.

Upon completion of the soil evaluation, the health department can provide guidance on the appropriate type and size of system for the property.

The Second Step

Designing your system: Take the information from the soil evaluation and contact a sewage system designer to draw up plans for your system layout. Your contractor may be able to perform this function as well.

The Third Step

Contact the Mercer County Health Department to set up a preliminary site inspection. Complete system plans, site review application and site review fee should be submitted to the health department during or before the preliminary site inspection. It is recommended that your contractor be present.

The Fourth Step

Complete the permit to install and operation permit applications and pay the associated fees to the Mercer County Health Department for final approval of your property for installation and operation of the prescribed system as laid out by the designer. The permit to install allows you to install the system for up to one year from the approval date. If your new system includes a mechanical treatment component or discharges treated wastewater off of the property, your operation permit must be renewed annually. All other operation permits must be renewed once every ten years.

Revised 7-12-22

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