

STEPS TO BUILDING A NEW HOME IN RURAL DARKE COUNTY

- A** – There is a 1.5 acre minimum for any lot to be built on in Darke County that has no access to city water/sewer. This acreage should not include any right-of-way acreage. Anything less would require a variance. If your lot is less than 1.5 acres, please consult with the Health Department on variance requirements.
- B** – Schedule an appointment with a sanitarian at the Health Department to discuss the Site Application process. 937-548-4196 ext. 209
- C** – Complete Site Application. Once you have all requested documents through Section #1, schedule an appointment with a sanitarian to submit the application, documents, and submit the \$200 application fee. The Health Department has 30 days from this point to review the application.
- D** – Complete Section #2 of Site Application and schedule a time for a sanitarian to conduct a site inspection on your property.
- E** – Contact Building Regulations at 937-547-7379 to discuss what documentation they will need in order to obtain a building permit.
- F** – To confirm your lot is zoned for building and to obtain a zoning permit, see pages 8-9 of the Site Application.
- G** – Complete Section #3 of the Site Application and schedule a time with a sanitarian to obtain sewage and water permits. An Authorization to obtain a Building Permit will be given to at this time.
- H** – Take the Authorization to Obtain a Building Permit and all other building regulation required paperwork to purchase your building permit.
- I** – Your Registered Plumber at this time can schedule an appointment with Joe Nugent, Certified Plumbing Inspector at the Health Department to submit plans for the plumbing permit.
- J** – Occupancy will not be granted by Building Regulations until all health department inspections (sewage, water, plumbing) are complete.