SITE EVALUATION APPLICATION
FOR SMALL FLOW SEWAGE TREATMENT SYSTEM

2020 APPLICATION FEE (ALL FEES ARE NON-REFUNDABLE)

| Site Evaluation Fee | $315.00 |

Read All Before Submitting

- Work done prior to permit or approval will result in DOUBLE fees.
- The definition of a Small Flow On-site Sewage Treatment System (SFOSTS) is “a system, other than a household sewage treatment system that treats not more than one thousand gallons of sewage per day and that does not require a national pollutant discharge elimination system permit (NPDES).”
- Make an appointment with a sewage inspector to submit this application to the Darke County Health Department. While you are in the office, it may be helpful to you to obtain the business card of the inspector that will be guiding you through this process.

- Applications are reviewed in the order in which they are received, and site visits are scheduled in relationship to other appointments and events.

- Please plan to allow **30 days** for the Health Department to review this application. If more items are requested, a longer time frame will be needed.

- Incomplete applications will not be accepted.

- You should have a copy of the proposed blueprints or the floor plan of the structure/ facility reviewed by the sewage inspector prior to having the soil tested or the septic system designed to ensure they are adequately sized.

- If a stream, county tile, or county ditch is not located on your property, an easement must be obtained from all properties to such drainage. The easement area must include the area the existing or proposed tile is located. The easement must be recorded at the recorder’s office in the courthouse prior to approval of the application. Information on county tiles and county ditches may be obtained at the Darke County Engineer’s office.

- Lists of potential septic designers, installers, service providers, haulers, plumbing contractors and private water system contractors are available at the health department.
Application submitted by (circle one):  Builder  Owner  Installer  Designer

Applicant Name: ________________________________________________________________

Applicant Mailing Address: ________________________________________________________

City: __________________________ State: __________ Zip: __________________________
Phone #: __________________________ Fax #: __________________________
Email Address: ________________________________________________________________

How would you like to receive your evaluation report?  Mail  Fax  Email

Owner’s Name: ________________________________________________________________

Owner’s Mailing Address: ________________________________________________________

City: __________________________ State: __________ Zip: __________________________
Phone #: __________________________ Fax #: __________________________
Email Address: ________________________________________________________________

Site Address: __________________________

City: __________________________ Township: __________________________
Directions to property: ____________________________________________________________

Total Acreage: ____________ Subdivision Name: __________________________ Lot #: ______
    Township #: ____________ Range #: ____________  Section #: ____________

Has the lot already been split, platted & recorded?  Y  N  If yes, date recorded: __________
Is the lot going to be split in the immediate future?  Y  N  Date anticipated: __________
Is the property in a flood plain?  Y  N

Interceptor, gradient drain, or other surface water drains outlet to (circle only one):
   A.) Stream located on property
   B.) County tile/county ditch located on property
   C.) Existing tile to county tile, county ditch, or stream with recorded easement
   D.) New tile to be installed to county tile, county ditch, or stream with recorded easement
Name of county ditch/tile/stream for curtain and/or sewer drain to outlet to:

Drainage easements to be obtained/already obtained from the following property owners:

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**Will a cistern be installed on the property? (Please circle)**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
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</table>

If yes, the cistern will be used for:

- [ ] potable usage
- [ ] non-potable usage

*Please note, potable water means water used for drinking, cooking, and domestic purposes; including flushing toilets and doing laundry. Irrigation would be considered non-potable.*

**Will a yard hydrant be installed on the property? (Please circle)**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
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</table>

If yes, please refer to page #14 for hydrant requirements.

**Will a geothermal system be installed on the property? (Please circle)**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
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</table>

If yes, please mark the type of system:

- [ ] Horizontal Closed Loop
- [ ] Vertical Closed Loop
- [ ] Pond or Lake, Closed Loop
- [ ] Open Loop System with a Well

*Please note the geothermal system cannot be located within the replacement septic system area and must maintain 50 feet from any private water system.*

**Prior to the evaluation of your lot, the following must be complete:**

- [ ] Submit this application
- [ ] Submit a site and soil evaluation report completed by a certified soil scientist. A list of soil scientists is available at the Health Department.
- [ ] Submit a site plan or site drawing to scale with proposed location of structure, septic, well, etc.
Design Basis

Type of Establishment (office, church, food service, daycare, etc.):

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**Design Basis**

**Design Basis**

Record the number of employees, seats, etc., and the corresponding sewage flow for each. Include existing flows, noting them as existing. Attach additional sheets if necessary.

<table>
<thead>
<tr>
<th>Type of Units (employees, seats, etc.)</th>
<th>Number of Units</th>
<th>Sewage Flow (gal/day)</th>
<th>Total (gpd)</th>
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Total Sewage Flow (gpd) = ________________

*Refer to OAC 3745-42-05 for design flow requirements*

* Septic systems can only take domestic waste water use from toilets/showers/handwashing sinks.
* "Industrial" waste with chemicals, oil, grease, etc. cannot go into your septic system, and will not be counted into the total sewage flow in the calculations above. This includes floor drains from cleaning off oily/greasy vehicles. Please contact the Ohio EPA at (937)285-6464 for ways to handle this type of waste.

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If this is a modification of an existing system, please describe the existing system, listing the existing wastewater flow(s) and discussing how the existing flow(s) were determined (for example design flow, water use records, estimate, etc.):

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If there is to be any development at this site, other than that specified above, explain what type, and provide a timeline for development.
Are there any floor drains at this facility?  □ Yes  □ No

If Yes, please describe intended use:

The site consists of:

______________________________ acres of ________________________________ soil name(s).

a. What is the limiting soil ________________________________

b. What is the depth to the limiting condition? ______________ inches

c. What is the site slope? ________________________________

Water Supply

a. Water supply  □ Public  □ Well

Septic Tank(s)

List manufacturer and capacity:

b. Nearest private water supply well location, proposed or existing: __________ (feet)

c. Are there any public water supply wells within 300 feet?  □ Yes  □ No

Show location of all water supply wells on plans.

Lift Station or Dosing Device

a. Overall tank inside dimensions: __________ Volume: __________ gallons

b. Working volume or dosing volume: __________ gallons

c. Number of pumps: __________ Pump __________ gallons/minute __________ TDH

d. Other device (for example siphon): ________________________________

Pretreatment

Is a pretreatment unit or device incorporated into design?  □ Yes  □ No

If Yes, please provide information: __________________________
### Drip Irrigation

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<tbody>
<tr>
<td>a. Total lineal length of field:</td>
<td>______ feet</td>
</tr>
<tr>
<td>b. Number of zones:</td>
<td>____________</td>
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<tr>
<td>c. Total lineal length per zone:</td>
<td>______ feet</td>
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<tr>
<td>d. Daily wastewater load:</td>
<td>______ gpd</td>
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<tr>
<td>e. Basal loading rate:</td>
<td>______ gpd/ft²</td>
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<tr>
<td>f. Linear loading rate:</td>
<td>______ gpd/lineal foot</td>
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<tr>
<td>g. Soil permeability rate:</td>
<td>______ in/hr</td>
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### Mound Systems *(Note: All dimensions are to be shown on plans also)*

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<tbody>
<tr>
<td>a. Site Limitation: (check one)</td>
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<tr>
<td>b. Daily wastewater load:</td>
<td>______ gpd</td>
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<tr>
<td>m. Number of laterals:</td>
<td>______</td>
</tr>
<tr>
<td>c. Linear loading rate:</td>
<td>______ gpd/lineal foot</td>
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<tr>
<td>l. Number of observation tubes:</td>
<td>______</td>
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<tr>
<td>d. Basal loading rate:</td>
<td>______ gpd/ft²</td>
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<tr>
<td>e. Sand fill loading rate:</td>
<td>______ gpd/ft²</td>
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<tr>
<td>f. Mound fill depth:</td>
<td>______ inches</td>
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<tr>
<td>g. Mound depths:</td>
<td>______ inches</td>
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<tr>
<td>h. Delivery pipe:</td>
<td>______ diameter (in)</td>
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<tr>
<td>i. Manifold pipe:</td>
<td>______ diameter (in)</td>
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<tr>
<td>j. Lateral pipe:</td>
<td>______ diameter (in)</td>
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<tr>
<td>k. Total length of laterals</td>
<td>______ feet</td>
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### Leach Field

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<tr>
<td>a. Total lineal length of field:</td>
<td>______ feet</td>
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<tr>
<td>b. Total number of leach lines:</td>
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<tr>
<td>c. Linear loading rate:</td>
<td>______ gpd/ft</td>
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<tr>
<td>d. Soil Infiltrative Loading rate:</td>
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<tr>
<td>e. Trench depth:</td>
<td>______ inches</td>
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<tr>
<td>f. Engineered Drainage:</td>
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<td>g. Curtain Drain:</td>
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In addition to submission of the previous documentation, the following must be done prior to scheduling the site visit:

Location of structure (corners) must be staked if there is currently no structure

Property lines must be clearly marked

Lot must be cleared of crops or high weeds. The vegetative cover on the lot (high weeds, crops, etc. must not exceed 12-inches in height or the property cannot be reviewed. If the lot is heavily wooded, you may be asked to cut trails on the lot(s) to allow us to review the topography of the lot(s).

Once the site is approved, the following must be submitted to obtain health department permits:

Name of septic installer: ________________________________

Estimated cost of septic system installation: ________________________________

Name of the well driller (if applicable): ________________________________

Name of the well pump/pitless adapter installer (if applicable): ________________________________

Name of builder & foundation contractor: ________________________________

Name of plumbing contractor: ________________________________

The zoning permit or un-zoned township approval letter (Obtain from zoning inspector or township trustee if in an un-zoned township, see attached information)

The address (Obtain from the county engineer’s office)

Recorded easements (if applicable) (Obtain from recorder’s office located in the courthouse. Many times it is located on the deed for the property)

Name of Service Provider: ________________________________

All septic systems are required to have routine maintenance. Lists of service providers and septic haulers are available at the Health Department. The design plan and operational permit should specify the type of maintenance involved with your system.

Schedule an appointment with the inspector that completed your site evaluation to obtain your septic and well permit and authorization to obtain a building permit. Your plumber will obtain your plumbing permit. Permits are valid for one year from the date they are issued.
Because it is important to the health and safety of the occupants that the water, septic and plumbing systems are approved prior to occupancy, occupancy will not be granted by Building Regulations until all health department inspections are complete.

Owner/ applicant acknowledgement:

To the best of my knowledge, the information included in this application is complete and accurate. I understand and agree that approval for development will be subject to all applicable laws, regulations, and policies. I also understand that if changes occur which would make this application inaccurate, approvals will be void/ revoked until the new changes have been reviewed and new approvals granted. I also certify that the siting of a sewage system on this lot does not violate OAC 3701-29, Sewage Treatment Rules.

Once the septic system is approved, an operational permit will be issued. The permit will be valid for the time frame issued on the permit. **An inspection will be conducted between 12 to 18 months after the system has been approved. When the inspection is complete, you will be sent a bill for the next operational permit period.** At that time, you may be required to submit supporting documentation that you have operated your system in accordance with the maintenance requirements listed in the system’s design.

Please note the health department may, at any reasonable time, inspect any small flow sewage treatment system or part thereof, sample the effluent, or take any other steps which may be necessary to insure proper compliance with Ohio Administrative Code Chapter 3701-29-01 through 3701-29-23. This will be done at the discretion of the department and may involve additional work to be done, paperwork to be filed, and may incur additional fees and/ or costs to be paid.

All permits may be revoked if the submitted plans are altered without prior approval from the health department.

_________________________________________  __________________________________________
Owner/Applicant signature                        Date
FOR OFFICE USE ONLY

Site Receipt #: ___________________________ Date Paid: ___________________________
Date of Appointment: _________________________ Time: ___________________________

Lot is: □ Approved Approval Expiration Date: ___________________________
□ Pending (need documentation: _________________________________________)
□ Disapproved (reasons): __________________________________________________

___________________________________________________________________________
Inspector Date

___________________________________________________________________________
System to be installed:
System Flow (GPD): __________
Type of installation: New Replacement Alteration Estimated Cost: __________
Type of soil: ___________________________ Installer: ___________________________
Limiting Condition & Depth: ___________________________ Vertical Separation Distance: ______
New Tank size: ___________________________ Existing Tank Size: ___________________________
Pretreatment? Yes No Depth credit/sizing reduction: _________________________________
Drain Type: None Perimeter Interceptor Engineered Other
Drain spacing & depth (required for engineered drainage): _________________________________

□ Leachfield
Trench depth: ______ Trench width: ______ Number of Trenches: ______
Trench Length:_______ Chambers: Y or N

□ Mound
Attach design

□ NPDES Aeration
Manufacturer: ___________________________
NPDES Permit #: ___________________________ Date Issued: __________

□ Other
System description: ___________________________
Additional Information

2020  Small-Flow Septic Permit Installation Fee: $494.00        Partial: $194.00
2020  Operational Sewage Permit Fee: $5.00
2020  Well Permit Fee: $504.00    Alteration: $210.00    $25.00 for each additional water sample
2020  Plumbing permit fee: $70.00 plus     $15.00 per fixture

$25.00 plan review fee (residential)     $45.00 or 30% of permit (commercial)

Other Handouts Available at the Health Department:

- Well isolation distance and other requirements
- Septic installation guidance documents
- Information on care and maintenance of your septic system
- List of Registered Plumbing Contractors
- List of Registered Septic Installers
- List of Registered Septic Pumpers
- List of Registered Service Providers
- List of System Designers
- List of Soil Evaluators

*The Health Department may not recommend and does not guarantee the competency of those individuals on the list. If you know of someone who wishes to be included on the list, let us know.*

CONTACT INFORMATION

Health Department
Health Commissioner: T.L. Holman, DVM, RS
Environmental Director: Ginger Magoto, RS, MS
Environmental Secretary: Teresa Plessinger
Sewage Inspectors: Risa Stumbo, SIT
risa.stumbo@darkecountyhealth.org
Tatiana Burkett
tatiana.burkett@darkecountyhealth.org
Plumbing Inspector: Rick Borgman, CPI
richard.borgman@darkecountyhealth.org
Sanitarians: Brittany Weitzel, RS, Christina Gustin, SIT, Connor Super, SIT
County Engineer: James Surber  937-547-7375  

Located in the Basement of the County Courthouse, Greenville, Ohio 45331

Planning Commission/Review Board: Curtis Yount  937-547-7381

Located in the Basement of the County Administration Building, Greenville, Ohio 45331

Building Regulations:  937-547-7379

Located in the Basement of the County Administration Building, Greenville, Ohio 45331

Zoning:

Curtis Yount, 937-547-7381 for: Adams, Brown, Butler, Franklin, Harrison, Jackson, Liberty, Neave, Twin, Van Buren, Wayne & Wabash Townships; Wayne Lakes

Scott Peele, 937-947-1769 for Monroe & Greenville Townships

Unzoned Townships: Contact any of the listed trustees

Allen:  Neal Siefring  338-6113  Richland: Matthew Oliver  564-4299
Chris Mestemaker  338-6138  Bruce Knick  337-8081
Jerry Bergman  338-5575  Robert Wagner  337-7491

Mississinawa: Tim Stump  459-0735  York: Roger Heckman  526-5260
Jeffrey Keller  467-3628  James Zumbrink  336-7932
Eric Barga

Patterson: Samuel Pohlman  582-2703  Washington: William Hart  968-6047
Steven Puthoff  582-2007  Mark Cox  316-6224
Steve Hoelscher  582-3202  Joe Martin  548-3068

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Washington: William Hart  968-6047
Mark Cox  316-6224
Joe Martin  548-3068
Un-zoned Township Letter

For homes/businesses to be built or remodeled in Allen, Mississinawa, Patterson, Richland, Washington or York Townships

To be completed by a township trustee in the respective township.

Submit a copy to:

Darke County Health Department & Darke County Building Regulations
300 Garst Avenue 520 S. Broadway
Greenville, Ohio 45331 Greenville, Ohio 45331

This is to notify you that the Trustees of _____________ Township, Darke County, Ohio, have inspected the proposed building site or sites of: ________________ located at, ________________ and do hereby make the following recommendations:

Proposed site does/does not have drainage problems with the following exceptions:

______________________________

Proposed site does/does not have driveway distance problems with the following exceptions:

______________________________

Other related comments:

______________________________

This form is submitted for information purposes only. The Trustees acknowledge that they have no obligation to regulate the building site, drainage, or driveway sight distances in regards to this property.

______________________________
(Township Trustee or authorized signature)

______________________________
(Address)

______________________________
(Phone number)

______________________________
(Date)

Send copy to: __________________________ (Owner or building contractor)
Option #1 – Non-sanitary hydrants that are plumbed in water line before the pressure tank need a backflow device that meets ASSE 1024, 1015, or 1013 standards. A well alteration permit is needed for this connection if the well is existing and there is no permit already.

Option #2 – Non-sanitary hydrants that are plumbed in the water line going to the rest of the house after the pressure tank needs a backflow device that meet ASSE 1013 standards which requires yearly testing with records kept by the homeowner. This connection requires a plumbing permit.

Option #3 – Install sanitary yard hydrants with built-in backflow devices. A well alteration permit is needed for this type of hydrant if the well is existing and there is no permit already.