



HURON COUNTY GENERAL HEALTH DISTRICT  
Timothy Hollinger, MPH, Health Commissioner

180 Milan Avenue, Suite 8  
Norwalk, OH 44857  
e-mail: [information@huroncohealth.com](mailto:information@huroncohealth.com)

419-668-1652 or 1-888-694-2443 Toll-Free  
419-668-5423 General Fax  
419-660-0129 Environmental Health Fax

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## SINGLE FAMILY DWELLING OBTAINING A PRIVATE WATER SYSTEM PERMIT (EXCLUDING A POND – SEE COMMERCIAL REQUIREMENTS)

On January 1, 2000, the Ohio Department of Health put into effect new Private Water System Rules. These rules changed how a private water system permit is issued. The health department no longer makes the permit application site plan drawing. This has now become the responsibility of the homeowner or their system contractor. In order to assist you in completing this site plan; please follow the instructions listed below.

### INSTRUCTIONS FOR COMPLETING THE SITE PLAN APPLICATION

- The drawing must be legible and reasonable to scale – *the entire property needs to be shown* (the top of the application is North, adjust your drawing accordingly). **This is a carbonless form, you cannot erase mistakes – we suggest that you do your drawing on a separate piece of paper. Make corrections and put the final drawing on the application.**
- Follow the **Check List** on the right hand side of the application and accurately indicate the distances between the private water system and ***all the items that apply***. *Example – every site plan will need to show the location & distance from the house, property lines, road, driveway, and sewage disposal system. If other items on the check list apply, then you must show them on the plan.*
- Attached you will find a completed application with a site plan – use it as a basic example to help with yours.

IF YOU HAVE ANY QUESTIONS ABOUT THE APPLICATION CONTACT THIS OFFICE DURING NORMAL BUSINESS HOURS 8:00 AM THROUGH 4:30 PM.

**THERE IS NO FEE TO SUBMIT AN APPLICATION; HOWEVER, THE HEALTH DISTRICT HAS TO EITHER APPROVE OR DISAPPROVE AN APPLICATION WITHIN TEN (10) DAYS AFTER IT IS RECEIVED.**

**NO PERMIT FOR A PRIVATE WATER SYSTEM CAN BE ISSUED UNTIL THE APPLICATION HAS BEEN APPROVED.**

