

Office Use Only

Date: _____

Receipt #: _____

Site ID #: _____

LAKE COUNTY GENERAL HEALTH DISTRICT

5966 Heisley Road. Mentor, OH 44060

(440) 350-2543

**APPLICATION FOR SMALL FLOW ON-SITE
SEWAGE TREATMENT SYSTEM (SFOSTS) SITE REVIEW**

\$ 650 Fee must accompany a complete site review application submittal

- 1.) **Property Location of proposed SFOSTS:** (Address: S/L & Street or parcel no.)
 _____ **City:** _____ (Twp, Village)
- 2.) **Requestor:** Name _____ Phone: _____
 Mailing Address: _____
- 3.) **Owner:** Name _____ Phone: _____
 Mailing Address: _____

Please provide the following complete information with your site review application:

- a.) Please be advised that a site review approval is valid until there is a change in the applicable law or rules or if the site is altered or the approved site plans for the property are altered.
 - b.) Site & Soil evaluation performed by a certified professional soil scientist in accordance with the OAC 3701-29-07.
 - c.) Design plan prepared in accordance with OAC 3701-29-10 and waste strength and flow volumes determined in accordance with the Ohio EPA Design Flow Table 3745-42-05 of the Ohio Administrative Code. Plans must be prepared by an individual knowledge of sewage treatment with experience with soil absorption sewage treatment design. A list of designers who have submitted plans to the Health District in the past is included for your convenience. The Health District retains 3 copies of approved plans for our records. Design plans must include the following information:
 1. Topographic site plan, SFOSTS project description form, lot dimensions, proposed and existing water supplies, existing adjacent businesses, houses or sewage systems.
 2. Primary and replacement system areas as designated by soil scientist and designer.
 3. System schematics of distribution layouts, pump stations, waste strength and flow volume calculations, pretreatment components and hydraulic calculations/specifications, justification of selected of loading rates, soil depth credits and variances where applicable.
 - d.) A Completed and signed Application for New SFOSTS Economic Impact Review.
- 4.) Property lines must be staked and the property clearly identified prior to requesting a review. Incomplete applications or unidentified lots will cause delays.
 - 5.) Site reviews are conducted in the order in which they are received. Please allow at least three weeks for the completion of the review. A \$55.00 plan resubmittal fee is charged after the second plan submission.
 - 6.) I authorize representatives of the Lake County General Health District to enter the property referenced above for the purpose of conducting a site review.

Requestor's Signature

Date

Owner's Signature

Date

**LAKE COUNTY GENERAL HEALTH DISTRICT
PROCEDURES FOR DEVELOPMENT & MANAGEMENT
OF A SMALL FLOW ON-SITE SEWAGE TREATMENT SYSTEM**

The process as outlined below clearly indicates the order in which the information must be obtained and must be provided to the Health District at the time of site review application submittal.

The SFOSTS designer must meet with the proposed business operator and determine the waste strength and daily and peak flow and must ensure that the treatment per day (total dose to the soil absorption components) does not exceed 1000 gallons.

ALL ITEMS IN SECTIONS A AND B MUST BE COMPLETED BEFORE THE HEALTH DISTRICT WILL PERFORM THE SITE REVIEW

A. SITE & SOIL EVALUATION

1. Must be performed by a certified professional soil scientist in accordance with the LCGHD Site & Soil Evaluation for Sewage Treatment & Dispersal procedure.
2. Determine the most favorable locations on the site for primary and replacement area.
3. Minimum of two soil borings/test pits detailed on the soil report form in the area of proposed sewage system soil absorption area and replacement area.
4. Soil boring locations must be marked/flagged on the site for use by the designer and the Health District.

B. DESIGN PLAN PREPARATION

1. Prepared by sewage system designer who has experience in designing commercial/business on-site soil absorption sewage treatment systems.
2. Include the SFOSTS Project Description worksheet with the design plans.
3. Confirm site & soil evaluator's optimal locations for sewage system and replacement area based on review of soil report and site inspection.
4. Site inspection includes determination of slope, wet areas to avoid, drainage, isolation distances, neighboring wells, existing structures, disturbed and fill areas, etc.
5. Designated sewage system/replacement areas indicated on site and protected (fenced or roped off with caution tape).
6. Complete and obtain proposed owner's signature on the application of new SFOSTS Economic Impact Review.
7. Topographic site plan must be prepared in accordance with OAC Chapter 3701-29. Plans shall include designated primary and replacement system areas, soil boring locations, all necessary system schematics of distribution component layouts, pump stations, pretreatment components (treatment calculations & justifications) and hydraulic calculations/specifications. **Designs must justify the determination of waste strength and volume, selection of treatment components, loading rates, soil depth credits and variances where applicable. The SFOSTS project description form must be thoroughly completed and submitted with the site review application.**

PRIMARY AND REPLACEMENT SYSTEM AREAS MUST BE LOCATED ON THE PROPERTY PRIOR TO REQUESTING THE SITE REVIEW. SITE REVIEWS WILL NOT BE COMPLETED IF THE SOIL ABSORPTION AREAS ARE NOT LOCATED.

C. SITE REVIEW PROCESS

1. Health District staff conducts site review on the property.
2. Reviews system proposal (site evaluation, soil report, topographic plans & specifications) to determine compliance with Sewage Treatment System Rules.
3. Designer and proposed operator will be notified to in writing of SFOSTS approvals, disapprovals or requests for additional information.
4. Health District keeps three copies of approved plans and specifications.
5. Plans should reflect erosion and sediment control specifications to comply with the Lake County Erosion and Sediment Control Rules.

D. SEWAGE SYSTEM INSTALLATION

1. Registered Lake County Installer qualified for installation of approved SFOSTS design obtains installation permit at Health District.
2. Health District reviews system design with installer.
3. Sewage system installed in accordance with approved design and Sewage Treatment Systems Rules.
4. Health District conducts inspection of system prior to final cover and of basal preparation where applicable.
5. Health District conducts final inspection once system is backfilled and graded.
6. The system designer provides written documentation that the system installed complies with the design specifications.

E. OPERATION & MAINTENANCE OF SFOSTS

1. Health District issues operational permit to operator when system installation is approved and operational.
2. Health District conducts operational inspection of sewage system within 12 months of occupancy.
3. Operator maintains a continuous service contract with a service provider that is qualified to maintain the SFOSTS.

Information Relevant to the Development of a SFOSTS Sewage Treatment System

The purpose of this information is to highlight some of the changes in procedures and policies that are pertinent to the ODH Sewage Treatment System Rules that became effective on January 1, 2015. These rules establish requirements for site and soil evaluation, system design, system installation and system operation, maintenance and management in Lake County. The following information is pertinent to the homebuilder and to the property owner who will be responsible for the operation and maintenance of the household sewage treatment system.

1. One of the most critical changes required in the rules is chapter 3701-29-15 (P)(2) concerning soil moisture conditions. **This rule specifically states that the excavation or preparation of the soil infiltration interface such as the construction of a trench or the preparation of a basal area cannot proceed when the soil is wet and will compact or form a ribbon when handled.** Based on this rule, builders will need to meet the following:
 - **Improved planning by the builder/general contractor and property owner will be necessary when scheduling the installation of a sewage system. Do not wait until the project is finished before contacting a sewage system installer.**
 - **Contract with the installer to clear and prepare the sewage system area, or at least let the installer supervise the clearing if he does not clear for his own installations.**
 - **Protect the roped off areas that have been approved for sewage system installation from use in any other manner. There must be no truck or equipment traffic or material storage in those areas.**
 - **Please be advised that the preparation of basal areas for mounds and drip distribution must take place during dry soil conditions and be approved by the health district. The actual construction of the mound or drip distribution system can be carefully installed during less favorable conditions.**
 - **If you do not properly plan and the operator must begin operations, an inclement weather permit condition will be required by the health district. Inclement weather permits require installation of holding tanks, high water alarms and routine septage pumping by a hauler until soil conditions allow the installation of the soil absorption part of the system. Please be advised that the cost of pumping of 2000 gallons of sewage averages approximately \$250 to \$350 per pumping event.**