



1179 Westwood Drive, Suite 300
Van Wert, Ohio 45891

Van Wert County
General Health District

419-238-0808 Fax 419-238-9571
www.vanwertcountyhealth.org

Application for Household Sewage Treatment System Site Review

Applicant Information

Name: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

Property Information

Township: _____ Section: _____ Acreage: _____ Width: _____ Depth: _____

Road Address: _____ City: _____

Required Documentation (Must be included with this application-detailed explanations on back)

- Documentation of rationale for design decisions
- Description of dwelling and/or structures to be served by the HSTS (**Including floor plan**)
- Plan notes
- Site plan, drawn to scale
- Enlarged plan view drawings of the STS components
- Profile drawing showing elevations relative to surface grade
- Plan and section views of STS components
- Installation and operation and maintenance instructions
- NPDES approval (required in the case of a discharging system)

Designer Information

Name: _____ Phone: _____

Company: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

Designer Signature: _____ **Date:** _____

Applicant Signature: _____ **Date:** _____

*****OFFICE USE ONLY*****

Site Review Application Fee: \$200.00 Received By: _____

Date: _____ Receipt # _____ Site Review # _____

*"Our mission is to promote and to protect the health and well-being of the community!"
"Equal Opportunity Employer/Provider"*

Required Documentation for HSTS Site Review Application

- Documentation of rationale for design decisions** used to address site and soil limitations including justification for selected loading rates and the use of any soil depth credits. **Site and soil evaluation** must be included.
- Description of the dwelling and/ or structures to be served by the HSTS** with a designated daily design flow including any anticipated variations. The HSTS shall be designed to handle peak daily design flows or the design shall include flow equalization with designated reserve and surge capacity and timed dosing in compliance with rule 3701-29 of the Administrative Code.
- Description of the treatment processes used to meet performance requirements** including information necessary to confirm compliance with any applicable NPDES effluent quality standards or applicable standards established in rule 3701-29-12 of the Administrative Code.
- Plan notes** designating that the HSTS area shall be protected from disturbance, and additional plans notes as needed to explain any siting, installation, or O&M requirements or restrictions, including any preconstruction meetings at the site, conditions on the selection of an installer, STS start-up procedures or designer-designated conditions.
- Site plan, drawn to a scale of one inch equals fifty feet or less on 8 ½ x 11-inch or larger paper**, sufficient to demonstrate compliance with this chapter including but not limited to:
 - North directional arrow.
 - Identified vertical and horizontal reference point or benchmark with its location clearly marked at the site.
 - Designation of the described soil boring and/or excavation locations from the soil and site evaluation.
 - Outline of existing and proposed structures, driveways and other hardscapes, or other related items on the property.
 - Location of the STS components and a replacement area
 - The dimensions of the property with horizontal isolation distances to the HSTS and replacement area from items designated in paragraph (E) of rule 3701-29-07 of the Administrative Code, including but not limited to private water systems and surface water features.
 - Topography for areas of the dwelling and/or structures to be served and the proposed HSTS and designated replacement areas including an indication of drainage features in these and surrounding areas.
 - Designation of any easements, disturbed areas or wooded areas within 50 feet of the proposed STS and replacement area, or other site characteristics or obstructions that may affect the installation or operation of the HSTS.
 - Means of access for O&M equipment to service the HSTS.
- Enlarged plan view drawings of the STS components** if the site plan scale does not allow for sufficient detail.
- Plan and section views for the STS components** and/or attachments of component and material specification information.
- Installation and O&M instructions.**
- Plan note** requiring that the HSTS installer consult with the designer regarding any intended changes to the plan and requiring installer/designer coordination on the provision of an accurate as-built record.

Note: Failure to include all of the documentation listed above may significantly delay the review process that must be completed before a permit can be issued. Review will be completed within 10 business days of submission of a complete application.