

HOW TO OBTAIN A PERMIT TO INSTALL A “NEW” PRIVATE WATER SYSTEM IN ASHLAND COUNTY, OHIO

Any person who plans to construct, develop, or install a NEW private water system or component thereof in Ashland County, Ohio must follow these steps:

1. Obtain a Private Water System Application/Permit form from the Ashland County-City Health Department:

110 Cottage Street, Ashland, Ohio 44805

Phone 419-282-4337

Mon. – Fri 8:00 a.m. – 4:00 p.m.

The application/permit requires information relative to the location, design, construction, installation and development of your new single family or non-single family dwelling-building water system, including a site plan drawing to an appropriate scale showing the property and other specific information that will exactly identify the location of the site. **In addition**, all plans submitted for the location, design, construction, installation and development of a non-single family dwelling/building shall include the information required by Rules 3701-28-03(E) and (F).

The completed application/permit with site plan for a single family dwelling – building must be returned to this department with a fee of \$245.00.

The completed application/permit with site plan and all other required information for a non-single family dwelling/building must be returned to this department with a fee of \$270.00.

2. Upon filing the application/permit a department sanitarian will determine whether the proposed private water system meets all applicable rules.

3. (A) If all rules are met, this department will validate the application/permit and issue you and the driller a copy of the permit. The water supply system can then be installed.

(B) If any of the rules **CAN NOT** be met, you will be notified in writing within ten (10) day's as to the reason(s) your application/permit was rejected. At that time you have thirty (30) days in which to appeal the decision to this department.

4. After the well log (in the case of a drilled well) is received by this department, a letter will be sent to you listing the items still needing completion. If another type of water supply is to be installed, it will be necessary for you to notify this department when the system has been installed.