



Ashtabula County Health Department
12 West Jefferson St.
Jefferson, OH 44047
Phone 440-576-6010 option 3
FAX 440-576-0085

Permit Process

Site evaluation applications for a Home Sewage Treatment System accepted only 8 A.M.-10 A.M. Weekdays.

A \$150 non-refundable fee is required for a site evaluation and must be paid for in advance.

Items required at time of application for a New Home Sewage Treatment System:

1. Survey Map Supplied by one of the following: Survey drawings of proposed lot (new or lot split) from your surveyor or Survey Map of existing lots from County Engineers Office (576-2816)
2. Current or Newly Created Deed available at Recorder's Office (576-3762) with a Legal Survey Description. (For a Replacement of your existing Home Sewage Treatment System the survey map and current deed are not necessary)
3. Detailed site and soil evaluation of proposed lot by qualified site and soil evaluator.
4. A Home Sewage Treatment System design report from a Home Sewage Treatment System designer. Health Department will review reports to determine if the Home Sewage Treatment System complies with Home Sewage Treatment System regulations. Wait for a reply. The Health Department will mail inspection results to you and the requirements necessary to purchase further permits from this office.

A Home Sewage Treatment System Site Evaluation is good for five (5) years from date of issuance.

Home Sewage Treatment System Permits issued from 8 a.m.-10a.m. only

- **New Home Sewage Treatment System Permit cost- \$429**
- **A Replacement Home Sewage Treatment Permit cost- \$504**
- **Alteration of an existing Home Sewage Treatment Permit cost- \$315**
- **Abandonment of Septic Tank Permit cost - \$50**

You will need to provide a house number, zoning permit (if necessary), floor plans and a current deed and sewage system design if it was not provided at the time of the site evaluation.

Home Sewage Treatment System Permits good for One (1) year

Well and Pond Permits issued from 8 a.m.-10a.m. only

- **New Well Permits single family home-\$367**
- **New Well Non- single family home-\$422**
- **Alteration or Sealing Only a well (single family)-\$200**
- **Alteration or Sealing Only a well (non-single family)-\$260**
- **Pond Permits are \$449** and require additional drawings of pond layout, which is necessary before issuing a permit.

The permit can be issued to the owner or the well driller. Please be sure that the well driller has not included the cost of the permit in his fees before purchasing. Registered Environmental Health Specialist approval required before permit can be issued.

Plumbing Permits – Permits issued by the Ashtabula County Building Department

- Residential and commercial plumbing permits are now processed by the Ashtabula County Building Department.
 - Information can be found by visiting their office at 25 W. Jefferson St., Jefferson, OH 44047, calling their office at 440-576-3737, or visiting their website at www.ashtabulacounty.us/181/Building