

Stark County Health Department

Septic System, Gray Water System and/or Privy Check List

Please use the check list to follow all the procedures below.
This will help to insure a prompt and timely septic permit issuance.

Check List ✓	Permitting Procedure for Residential Building
	<u>Make application</u> at the Health Department and submit \$420.00 fee (check made payable to Stark County Health Department. You must have your parcel number. A \$15.00 fee (check made payable to Stark County Treasurer) for the future issuance of a permanent house number must also be remitted. (House numbering will send a temporary house number range electronically to the health department that will identify the property until a permanent number is issued.)
	<u>Contact a Soil Scientist</u> to have test holes dug and evaluated. The soil scientist will submit the report to the Health Department for the sanitarian to review. The sanitarian will do an on-site lot review within 3 days of receipt of the soils report.
	<u>The Health Department Sanitarian</u> will mail the results of the soil test and lot review to the applicant.
	<u>Contact a Designer</u> and meet him at the property to explain your wishes of the placement of your system. The designer will then prepare the plan.
	<u>Submit the design plan, a copy of the floor plans.</u> Design plan must be signed by: the designer; the general contractor; the licensed installer; and the home owner.
	<u>Health Department Review</u> will take up to 5 days, if there are no errors.
	<u>The septic, gray water, and/or privy permit is issued at this point.</u> The cost of the permit is \$830.00 . The permit must be signed by the homeowner (or their agent) at the time it is issued.
	<u>When the permit is issued, the owner will also receive a copy of the permanent house number slip.</u> This house number slip is to be taken to the Building Department along with a copy of the permit.
	The Stark County Health Department 7235 Whipple Ave NW Suite B North Canton, OH 44720