

# BUILDING PLACEMENT PERMIT APPLICATION

## For Rebuilding or Replacing a Home

HOCKING COUNTY HEALTH DEPARTMENT  
350 ST. RT. 664 NORTH, LOGAN, OH 43138

PH: 740-385-3030 EXT. 2 ♦ FAX: 740-385-2252 ♦ [www.hockingcountyhealthdepartment.com](http://www.hockingcountyhealthdepartment.com)

*Before permits can be issued the following must be submitted: a copy of the property deed, a county-assigned address, floor plans, and applicable fees. Checks may be made payable to HCHD.*

Site Address: \_\_\_\_\_ City: \_\_\_\_\_

Township: \_\_\_\_\_ Subdivision/Lot#: \_\_\_\_\_

Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Potable Water Source: \_\_\_\_\_

Type of Home : ☐ Stick Built ☐ Manufactured Home Transient Rental Y / N

# of bedrooms: \_\_\_\_\_ # of Acres: \_\_\_\_\_ Plumbing Permit required: Y / N

How would you like to receive future correspondence? ☐ mail ☐ email other: \_\_\_\_\_

*Prior to installing a manufactured home, a permit is required from the County Auditor (740-385-2127) and the Industrial Compliance Section of the Ohio Department of Commerce (800-523-3581).*

*I, the owner or owner's representative, agree to allow the Hocking County Health Department access to the described parcel to perform necessary tests and observations. I further agree to obtain a Building Placement Permit prior to home placement/construction. I agree to **install, operate, and maintain** the sewage treatment system (STS) in accordance with all local and state codes. I understand that wet or frozen conditions may delay system installation. **I agree to contact the Health Department for final inspection of the STS at least 1 business day prior to backfilling and will not occupy the property until the system is approved.** The Hocking County Health Department assumes no responsibility for the efficient functioning of any sewage or water system.*

OWNER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**Building Placement Permit (BPP):**

Prior to placing or building a home whether for new construction or when replacing a home, a Building Placement Permit is required. Please contact this office to schedule an appointment for a sanitarian to meet at the site to inspect the condition of the existing sewage treatment system and private water system unless connected to a public water system.

**Existing Sewage Treatment Systems (STS):**

An existing STS may be used if it meets the following requirements:

- The system is not creating a public health nuisance.
- All components are operating correctly as designed and are in good condition.
- Septic tanks and aerators must have risers with accessible lids at or above grade.
- Discharging aerators must have a motor that is designed for that unit (a Jet aerator must have a Jet motor and a Norweco aerator must have a Norweco motor).

Septic tanks that are buried with no riser access must be located and uncovered prior to inspection. A dye test may be conducted. Per Section 3701-29 of the Ohio Administrative Code (OAC), cesspools, drywells, and metal tanks cannot be used and must be replaced with a system that meets the requirements of OAC 3701-29. This may entail a site/soil evaluation and permits from this office for the installation of a new STS.

**Existing Private Water Systems (PWS):**

An existing PWS such as a well, spring, cistern, or water storage tank may be used if it was permitted and approved and no code violations are evident such as a missing well cap. Hand dug wells do not meet the requirements of Ohio Administrative Code (OAC) 3701-28 and cannot be used. Cisterns and springs must have continuous disinfection.

In order to approve an unapproved well, the following must take place:

- Contact a Licensed PWS contractor to conduct a downhole camera survey and submit a well log.
- Once the well log is approved, obtain a PWS alteration/conversion permit. The well and all components including the pressure tank must meet the requirements of OAC 3701-28
- Obtain a safe water sample.
- See the Private Water Systems Flow Chart on our website for more information.

**Other Agencies Involved in the Building Process**

- Planning Office for lot splits and floodplain information - 740-380-9634
- Map & Drafting for a county-assigned address - 740-385-8546
- Recorder's Office for copy of the deed - 740-385-2031
- ODOT for driveway permit on a state route -740-385-2629
- Engineer's Office for driveway permit on a county road - 740-385-8543
- Township trustee for driveway permit on a township road. A complete list of township trustees is available on our website, at the Engineer's office or at [www.hockingcountyengineer.com](http://www.hockingcountyengineer.com).
- Ohio Dept. of Commerce for commercial buildings & transient rental cabins - 1-614-644-3492

**Health Department Use Only:**

Permit	Fee	Date	Receipt	Permit #
Residential Building Placement Permit	\$50			
R1-Transient Rental BPP	\$100			
Commercial & Group U BPP	\$150			
Operation Permit	Free			