



**Public Health**  
Prevent. Promote. Protect.

# **HOCKING COUNTY HEALTH DEPARTMENT**

**350 State Route 664 North ~ Logan, Ohio 43138**  
**Phone 740-385-3030 Fax 740-385-2252**

## **STEPS FOR BUILDING/PLACING A HOME IN HOCKING COUNTY**

### **Vacant Land**

To build a home on vacant property please follow these steps:

1. Obtain a driveway permit:
  - a. Contact ODOT for permits on state routes.
  - b. Contact the County Engineer's office for a permit on a county road.
  - c. Contact your township trustee if located on a township road.
2. Complete, sign and remit the Residential Permit Application with the required fee, deed, and an aerial map showing the property and topographic lines.
3. Contact the Health Department to schedule a site/soil evaluation. A backhoe must be present at the time of the evaluation to dig at least 2 test holes. This cannot be done if it is raining.
4. Permits cannot be issued until a county-assigned address is obtained.
5. Obtain a Building Placement Permit prior to construction.
6. Obtain a Sewage Treatment System Installation and Operation Permits prior to installing the system.
7. Obtain a Private Water System Permit prior to drilling or installing a water system.
8. Obtain a Plumbing Permit prior to plumbing.

### **Replacing a Home**

To replace a home on property with an existing sewage treatment system, please follow these steps:

1. Complete, sign and return the Residential Permit Application with the required fee for a Building Placement Permit.
2. Schedule a site inspection with a sanitarian to inspect the existing septic system. The system does NOT need to meet current code but must be working properly and the lids on the septic tank or aerator must be at or above grade and accessible.
3. A Building Placement Permit will be issued after the site inspection.
4. Obtain a plumbing permit if needed.
5. If moving a manufactured home, obtain a Relocation Permit from the County Auditor's office.

### **Final Inspections**

The following inspection must be completed before the home can be occupied:

1. For homes that are not connected to a municipal sewer system, final inspection of the sewage treatment system prior to backfilling.
2. For homes not connected to a public water system, final inspection of the water system and collection of a safe water sample.
3. Underground, rough, and final plumbing