

# Pickaway County Public Health

110 Island Road, Suite C, Circleville, OH 43113

Phone 740-477-9667 | Fax 740-474-5523 | Clinical Health Fax 740-420-6102



If you have any trouble accessing your O&M permit, permit requirements, or have questions, please call the Environmental Health division at 740-477-9667 ext. 370 or email [contact@pchd.org](mailto:contact@pchd.org).

## General

- If you received a notice and your property is now connected to a sanitary sewer or you no longer live at the address listed on the notice, please inform our office by calling 740-477-9667 ext. 370 or email [contact@pchd.org](mailto:contact@pchd.org)

### 1. What is Operation & Maintenance (O&M), and why do I need a permit?

O&M is a state-mandated program and requires all local health departments to develop and administer an operation and maintenance for all Household Sewage Treatment Systems (HSTS) in their jurisdiction and provide education to homeowners. The purpose of the O&M program is to keep the water in Pickaway County clean by reducing how much these systems affect the environment and help homeowners understand and maintain their systems.

Pickaway County Public Health (PCPH) works to protect people and the environment by making sure that HSTS works as designed - if HSTS don't work properly, they may negatively impact local watersheds by adding bacteria and pollution. PCPH is responsible for overseeing the proper maintenance of any HSTS.

Homeowners with an HSTS in Pickaway County are required to have an O&M permit issued by Pickaway County Public Health:

- Newly enrolled homeowners will receive a 1 or 3-year permit dependent on system requirements.
- The permit fee of \$70.00 (w/ assessment done by third party or property owner who has taken homeowner exam)
- The fee for the Health Department to perform the assessment is \$50.00.
- If you have an NPDES system, you should already have a service contract with a registered service provider. Please submit \$70.00 with the application.

The Ohio Administrative Code Chapter 3701-29 requires operation permits for HSTS. More info:

<https://pickawaycountypublichealth.org/environmental-health/sewage-system-operation-and-maintenance/>

## **2. What are the O&M requirements for my Home Sewage Treatment System (HSTS)?**

Homeowners with an HSTS are required to have an approved and valid operation permit from PCPH per the Ohio Revised Code (ORC). System conditions are determined based on the type and age of your specific system. (OAC 3701-29-09-(I)).

## **3. When did the O&M Program start and what is my permit period?**

PCPH began the routine monitoring of HSTS in 1988 with systems that have an aerator. As of 2015 when the new [Ohio Sewage Rules](#) were adopted, over 400 systems are on annual operation and maintenance monitoring. Systems installed after 2015 are on a 1- or 3-year renewal depending on the type of system they have.

### **About my Household Sewage Treatment Systems (HSTS)**

## **4. How do I know if I have an HSTS or what type my HSTS is?**

Check to see if you have a sanitary sewer bill or call 740-477-9667 ext. 370 and we can search our records to see what information we have on your property.

## **5. Do I need to replace or upgrade my HSTS to meet new requirements?**

In most cases, no. If an HSTS is causing a public health nuisance, homeowners will need to consult with PCPH staff and hire a registered service provider and/or installer to complete any needed repairs, upgrades, or HSTS replacement. However, a properly maintained system can continue operation (regardless of age) until it no longer functions as designed or until it causes nuisance conditions.

## **6. Does my O&M permit require an inspection (service contract)?**

An inspection (service contract) is required only if you meet certain criteria, and the vast majority of systems don't fall under these criteria. A service contract requires homeowners to have an annual HSTS inspection by a service provider registered in Pickaway County. The service provider (or homeowner) will turn all inspection forms into PCPH.

## **7. What if I don't do my required service?**

Any HSTS that is required to have a service contract but does not turn in O&M inspection reports will be put on a list to be inspected by PCPH. PCPH will charge homeowners an O&M compliance inspection fee for this service.

## **8. Do I have to have my system sampled?**

Owners of HSTS with coverage under the National Pollution Discharge Elimination System (NPDES) permits need to get annual effluent samples for monitoring. A registered service provider can collect

those samples. All other system types do not require annual sampling.

**9. Do I need my system pumped out?**

System pumping is a highly recommended service to help prolong the life of your HSTS. Pumping is one of the best ways to maintain your HSTS. It's recommended to pump a normal HSTS every 3-5 years, or as needed. Find registered pumpers in Pickaway County at <https://pickawaycountypublichealth.org/environmental-health/sewage-program/>

**10. Is pumping a part of my service contract?**

No, pumping is a separate service that is recommended to be performed on average every 3-5 years, or as required. A service contract is an all-encompassing inspection process where the person performing the service will inspect all parts of the sewage system and turn in these reports to PCPH for verification and review.

**11. Who can perform the service contract?**

Have a registered service provider perform annual inspections. Pickaway County registered service providers must then turn in all inspection reports and pumping slips within 60 days of service. A list of providers can be found at <https://pickawaycountypublichealth.org/environmental-health/sewage-program/>

**12. I received an O&M permit invoice, and I don't have an HSTS or I'm connected to the sanitary sewer. How can I remove my address?**

If an invoice was mailed in incorrectly, please call 740-477-9667 ext. 370.

**Permit Payment**

**13. What is the fee for O&M, and what does it go towards?**

The current fee for O&M permits is \$70.00 for both 1- and 3-year permits. O&M fees were developed using state approved cost methodology to effectively run the program.

**14. How can I pay for my permit?**

Payment option details are listed on your invoice. Payment will be available by phone, by mail, or in person at Pickaway County Public Health, 110 Island Road, Suite C, Circleville, OH 43113.

**15. I paid for my O&M permit. Where can I find the permit?**

Permits will be mailed, emailed, or can be printed for pick up on request.