

# Pickaway County Public Health

110 Island Rd., Suite C, CIRCLEVILLE, OH 43113

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



**PICKAWAY COUNTY  
PUBLIC HEALTH**

*We Care.*

## **Pickaway County Public Health – Environmental Health Division**

### **Terms and Conditions for Operation and Maintenance Permits (O&M permits)**

The following terms and conditions apply to all household sewage treatment systems installed after January 1, 2015, under authority of Ohio Administrative Code 3701-29-19, Board of Health Resolutions # 14-66 and #16-18 pertaining to the Operation and Maintenance of Household Sewage Treatment Systems.

1. All operation and maintenance of systems installed, replaced, or altered after January 1, 2015, must comply with all sections of OAC 3701-29 and ORC 3718.
2. Twelve Months after final approval or installation of the system, and upon completion of the 12 Month Inspection by the health district, the system will be added to the Operation and Maintenance Program (O&M). At that time, an invoice for the permit fee along with the O&M application will be sent to the homeowner.
3. Once a system is added to the O&M program, depending upon the O&M permit category, the homeowner will be required to obtain an O&M permit from Pickaway County Public Health and comply with all OAC 3701-29-19 regarding the operation and maintenance of their system.
4. The O&M Permits categories will have the following terms and conditions:

**Non-Mechanical System** with soil absorption component: 3-year O&M Permit required with at least (1) one service provider inspection of the system or health department inspection during the term of the permit. Regular maintenance and service to the system will be required by the homeowner. Homeowners may also complete the inspection of the system themselves if the following conditions are met:

1. Homeowner has taken sewage contractor exam & passed. Copy of certificate must be submitted to PCPH
2. Homeowner completes the inspection report and submits it to PCPH with renewal application and payment.

**Mechanical Systems** with soil absorption component: 1 year O&M permit required with at least (1) one Service Provider inspection and regular maintenance / monitor of the system and service of the system as required by the Manufacturer. Service contracts must be maintained with a contractor approved by the manufacturer to service the system. Homeowners may also complete the inspection of the system themselves if the following conditions are met:

1. Homeowner has taken sewage contractor exam & passed. Copy of certificate must be submitted to PCPH.
2. Homeowner has applicable certifications as a service provider for system type as required by the manufacturer for the type of system they have. Copies of the certifications must be submitted to PCPH.
3. Homeowner completes the inspection report and submits to PCPH with the renewal application and payment.

**Discharging NPDES Systems:** 1 year O&M permit with at least one (1) service provider or health department inspection of the system, regular maintenance / monitoring of the system, and service of the system as required by the manufacturer during the term of the permit. Property owners must have current coverage under the Ohio EPA's General NPDES Permit. A safe effluent sample must be collected as required by the NPDES permit conditions, and these results must be supplied to the Pickaway County General Health District within 30 days of sampling. Service contracts must be maintained with a contractor approved by the manufacturer to service the system.

### **NOTES:**

# Pickaway County Public Health

110 Island Rd., Suite C, CIRCLEVILLE, OH 43113

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



**PICKAWAY COUNTY  
PUBLIC HEALTH**

*We Care.*

---

O&M Permits for mechanical systems and discharging NPDES systems expire on December 31<sup>st</sup> of each year, non-mechanical systems are renewed every 3 years and the OM permit expires on December 31<sup>st</sup>.

All work done on systems must be performed by a registered service provider or registered septage hauler registered by our agency. Service records and pumping reports must be forwarded to our office for review by contractors. All mechanical systems must have inspections and maintenance performed by manufacturer approved service providers. Homeowners interested in becoming an approved homeowner service provider can call our office for details.

Health department staff have the right to evaluate systems after installation if you fail to report required service or fail to meet the terms and conditions of your O&M permit in accordance to OAC 3701-29-23. Please contact our office at 740-477-9667 if you have any questions.

Thank you,

Environmental Health Staff