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HEALTH COMMISSIONER

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## Sewage Treatment System (STS) Site Review and Installation Guidelines

### Site Review:

Submit a *STS Site Review Application* and appropriate fee.

Submit a completed Site and Soil Evaluation for the site in accordance with the Cuyahoga County Board of Health's (CCBH) *Site and Soil Evaluation for Sewage Treatment and Dispersal Instructions*.

For actual project approval you must include either two (2) copies of a Layout Plan in compliance with CCBH STS Rules Section 7.1 (A) (*only submitted for an on-lot STS that does not utilize a soil depth credit*) or two (2) copies of a Design Plan or Site Drawing in compliance with CCBH STS Rules Section 7.1 (B). **Conditional approval may be granted for undeveloped properties and subdivisions without the submittal of a Design Plan or Layout Plan, but an additional Site Review must be completed incorporating the actual STS design prior to the issuance of an installation permit.**

Contact CCBH to conduct a field inspection to verify the proposed locations of any sewage system components. Ensure that the initial and replacement areas for the STS are marked and protected from damage during the development of the property.

### Installation/Alteration Application:

Submit an *Application for Permit to Install/Alter a Sewage Treatment System*, one set of house plans, and the appropriate fee.

Site preparation and sewage system installation may only be initiated after you have received the *Permit to Install/Alter a Sewage Treatment System* and a copy of the approved plans. If the STS is designed to discharge off-lot, General NPDES Permit coverage must be granted by the OEPA prior to the issuance of a *Permit to Install/Alter a Sewage Treatment System*.

### Installation/Alteration Inspection:

Contact CCBH at least 24 hours in advance to set up an installation inspection prior to covering any components. Since our response time can vary based on demand, we recommend contacting our office as early as possible to schedule an inspection.

A second inspection may be necessary once the STS has been installed, covered and placed into operation.

The registered STS installer is required to submit an as-built record in compliance with CCBH STS Rules Section 7.1 (C) to CCBH prior to final approval being granted. The as-built record shall include a statement by the registered installer and designer indicating that the STS was installed in accordance with all applicable rules and plan specifications.