

Homeowner Checklist for Sewage System Evaluations

This checklist is for the property owner's use to gather as much information as possible about the property so that a complete evaluation of the household sewage treatment system can be conducted by the Medina County Health Department. This information will help prevent inconclusive evaluations and the need for additional inspections (and fees). Please be sure all items have been satisfactorily addressed prior to your scheduled evaluation. Although not required, a copy of this form may be returned to the Health Department. Please call our office if you have any questions.

| Steps Taken | Comments/Notes |
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| <p>The property has municipal/sanitary sewer available.</p> <p>Contact Medina County Sanitary Engineer's Office at (330) 723-9585 or Wadsworth City Engineering Department at (330) 335-2751 to determine if sanitary sewer is available to your property.</p> | <p><input type="checkbox"/> Yes. If yes, an inspection from the Medina County Health Department will NOT be done. Property MUST connect to sanitary sewer.</p> <p><input type="checkbox"/> No. If no, an evaluation of the existing sewage system can be done.</p> |
| <p>Ensure all system components are exposed. A copy of the sewage system permit and drawing can be supplied, if records are available, upon request.</p> | <p><input type="checkbox"/> Yes, all components have been exposed.</p> <p><input type="checkbox"/> No, none of the components were located to be exposed.</p> |
| <p>The homeowner, or authorized representative must be present at the time of the evaluation to provide access to the home.</p> | <p><input type="checkbox"/> Yes, someone will be available.</p> <p><input type="checkbox"/> No, someone will not be available. Contact the Health Department to make other arrangements.</p> |
| <p>Allow at least one (1) hour for the evaluation. Call the morning of the evaluation between 8:30 a.m. and 9:30 a.m. to find out appointment timeframe.</p> | <p>Scheduled Date _____</p> <p>Scheduled Time _____</p> |
| <p>Sanitarian may cancel or render the report inconclusive if any of the following conditions exist:</p> <ul style="list-style-type: none"> • House vacancy (over 30 days) • If the tank has been pumped within 30 days • Discharge not located • High vegetation • Snow Cover | <p>The following conditions exist:</p> <p>House vacant? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how long? _____</p> <p>Tanks pumped? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, date pumped? _____</p> <p><input type="checkbox"/> No high vegetation or snow.</p> |
| <p>The sewage effluent outlet must be flagged or staked at the point where the sewage effluent is discharged to the ground surface. Note: Leaching tile fields, ETA trench and trees and mounded leaching system will not have an outlet.</p> | <p><input type="checkbox"/> Yes, discharge located.</p> <p><input type="checkbox"/> No, unknown location.</p> <p><input type="checkbox"/> N/A</p> |
| <p>The filter bed distribution box, which is generally located at the inlet of a filter bed is visible and accessible for inspection.</p> | <p><input type="checkbox"/> Yes, filter bed distribution box is visible.</p> <p><input type="checkbox"/> No, unknown location.</p> <p><input type="checkbox"/> N/A</p> |
| <p>The file will not be closed until all necessary repairs have been made to the sewage system. Receipts or reinspection will be required.</p> | <p>Submit any required repair receipts to the Medina County Health Department.</p> |
| <p>NOTE: If sewage system failure is determined, orders will be issued for replacement/repair. If municipal/sanitary sewer is available, the property MUST connect to sanitary sewer.</p> | |