

Steps for Construction a New Household Sewage Treatment System in Medina County

Step 1

Have a Soil Evaluator do soil testing (see attached list of commonly used soil evaluators). The Medina County Health Department must have a copy of the results before any other steps can be taken.

Step 2

Schedule a Site Evaluation. Our inspectors will go out and determine what type of sewage system will work on the property. There is a Medina County Health Department fee for this evaluation and can be scheduled upon receipt of payment (See attached Site Review form).

Step 3

Have a Sewage System Designer submit a plan to our office (See attached list of Sewage System Designers and Installers. Note that some System Designers are also System Installers). There is a Medina County Health Department fee associated with submittal.

Step 4

After the plan in Step 3 is submitted, the stake-out inspection can be scheduled so our inspectors can approve the location of the sewage system.

Step 5

Contact the Medina County Tax Map Office to obtain a Tax Map Address Slip. They are located at 144 N. Broadway Street in Medina (the phone number is 330-725-9777), bring a copy of this to the Medina County Health Department.

Step 6

The Medina County Health Department will issue an "approval slip" you will take this "approval slip" to the Township Zoning Office and the Building Department to obtain your building permit. We will need the sewage system installation permit to install signed by the property owner or designated representative (see attached application). After it is signed, please send it back into our office as an actual form, not a picture. This can be accomplished by email, fax, mail, or in person.

Step 7

Once a building permit is issued, a registered Sewage System Installer can obtain a sewage system permit from our office. The Medina County Health Department will perform inspection for the sewage system during the installation phase. Proper operation and maintenance of the new sewage system is very important. A service contract with a registered service provider is required for the life of the sewage system. An operation and Maintenance (O&M) permit is issued by the Health Department at the time the sewage installation permit is issued. The O & M permit is to be renewed every five (5) years.

PLEASE NOTE

For your convenience, we accept MasterCard, VISA, and Discover over the phone, as well as checks and cash if you wish to come into the office. If you have questions/concerns and would like to speak to an inspector, please call the Environmental Health Division at 330-723-9523 or 888-723-9688, option 3. The best time to reach an inspector is between 8:30 a.m. and 10:00 a.m. Monday through Friday.

As of: 12/3/19

