



**CARROLL COUNTY  
GENERAL HEALTH DISTRICT**  
Healthy People — Safe Communities



**CARROLL COUNTY GENERAL HEALTH DISTRICT POINT-OF-SALE APPLICATION**

**Point of Sale Inspection Fees:**

<input type="checkbox"/>	Sewage Treatment System Only	\$350.00
<input type="checkbox"/>	Sewage Treatment System & Bacteria Water Test	\$400.00
<input type="checkbox"/>	Re-Inspection	\$100.00
<input type="checkbox"/>	Bacteria Water Test	\$ 65.00
<input type="checkbox"/>	Lead Water Test*	\$12.00
<input type="checkbox"/>	Nitrate Water Test*	\$15.00
<input type="checkbox"/>	Nitrite Water Test*	\$15.00

**\*\$10.00 draw fee with coliform bacteria water test  
\$45.00 draw fee without coliform bacteria water test Rushed samples are doubled.  
Please make checks payable to: Carroll County General Health District or CCGHD**

**Property Seller:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Seller Realtor :** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Buyer :** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Buyer Realtor:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Location to be evaluated:**

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_

**Zip code:** \_\_\_\_\_ **Township:** \_\_\_\_\_

**Results sent to:**

**Name** \_\_\_\_\_ **Email** \_\_\_\_\_

**Name** \_\_\_\_\_ **Email** \_\_\_\_\_

**Name** \_\_\_\_\_ **Email** \_\_\_\_\_

**Name** \_\_\_\_\_ **Email** \_\_\_\_\_

**If there is no email; Results to be mailed below**

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **Zip code:** \_\_\_\_\_

**Access to be provided by:**

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Number of occupants in the home: \_\_\_\_\_

Number of bedrooms: \_\_\_\_\_

Date of last pumping: \_\_\_\_\_

Septage Hauler: \_\_\_\_\_

Is the house currently occupied? \_\_\_\_\_ If no, how long has it been vacant? \_\_\_\_\_

Have there been any other evaluations, repairs, or maintenance of this sewage treatment system?

\_\_\_\_\_

Are you aware of any problems or failures to the system (i.e.: wet spots, back-ups, discharging to the ditch)?

**If yes, describe:** \_\_\_\_\_

If the septic system cannot be evaluated (i.e., no running water, plumbing disconnections), please explain why below:

\_\_\_\_\_

Has the water well been recently chlorinated? \_\_\_\_\_ If yes when \_\_\_\_\_

---

I, the undersigned, acknowledge that the conclusions in this evaluation are opinions based on written documentation available in the Carroll County General Health District's (CCGHD) archives and a visual inspection of accessible components of the sewage treatment system. I also understand that the conclusions and results of this evaluation do not guarantee the future performance of the sewage treatment system.

I acknowledge that I have read and understand the regulations for the Point-of-Sale evaluation of the property stated above. Furthermore, the evaluation will determine if the septic system is working effectively, and I understand that if the septic system is creating a public health nuisance the CCGHD will require necessary actions to bring the septic system into compliance.

---

*Signature of Buyer or Seller*

*Date*

---

*Signature of Buyer or Seller Agent*

*Date*



**FOR YOUR HOME SEPTIC INSPECTION TO BE SUCCESSFUL PLEASE READ THE FOLLOWING GUIDANCE**

1. When an individual contacts our office about scheduling a point-of-sale inspection, a file is created and records for the property are searched for involving the septic system and water well. Please note we may not have any records for the property. If records are found our office will email these to the customer, or they can be picked up in our office. The records can be very helpful with locating components of the septic system.
2. A completed application and all applicable fee(s) must be turned into CCGHD before an appointment can be scheduled.
3. A waiver may be submitted if the home has been vacant for more than 30 days. The waiver can be found by clicking [here](#) or going to our website under the Environmental Point-of-Sale tab. If the home has been vacant then the buyer and seller may agree to submit the waiver application and appropriate fee(s) for the Point-of-Sale evaluation to the CCGHD prior to the transfer of property. It will then be the buyer's responsibility to contact the CCGHD to schedule the inspection within 120 days of occupancy. If not submitted or denied by CCGHD for any reason, the point-of-sale inspection must take place. It will be the responsibility of the buyer and seller to make necessary arrangements to properly complete the inspection.
4. Once payment and a completed application is submitted, you may schedule your inspection on our website by clicking [here](#) or by going to our website under the Environmental Point-of-Sale tab. If you do not want to use the online scheduling option a Registered Environmental Health Specialist (REHS) will contact you promptly via phone to schedule the appointment once they have received a complete file from the Environmental Administrative Assistant.
5. One or more of the representatives who signs the application **must** be present at the property while the inspection is done.

6. To complete the inspection, it is necessary to have all septic system components with lids located, removed, and easily accessible. This includes the following, but is not limited to, **septic tanks, pump tanks, leach / drywells, drop boxes, and distribution/diversion boxes**. If assistance is needed in locating and making your septic system accessible, we recommend contacting a Registered Service Provider or Installer to locate components. A list of these contractors can be found on our website by clicking [here](#) or by going to our website under the Environmental Wastewater Treatment tab.

7. For our staff's safety we will not enter crawlspaces or confined spaces to conduct the inspection. If you know this may be an issue, please call the office so we can discuss safe options.

8. Due to our county being rural, we recognize brush, and weeds may be covering the existing septic system components. Please have excessive brush, weeds, bushes, and trees near the sewage treatment system removed prior to schedule inspection.

9. Point of Sale Inspections may be rescheduled at the REHS's discretion for the following circumstances. If these apply a re-inspection fee will be charged for the rescheduled inspection.

- If the septic system components are not accessible due to reasons stated above and/or not up to operating level.
- If running water is not available. Sufficient running water must be provided for the inspection. i.e., approximately 4 or more gallons per minute at the bathtub faucet. If there is not a bathtub or faucet capable of providing a sufficient flow rate in the dwelling, a water hose will need to be provided of sufficient length to reach the septic tank.
- If a water hose is not available for a septic system that contains mechanical working components, such as an aerator motor with soil absorption. A water hose of enough length will need to be provided to reach the pump tank, distribution/diversion box, or drop box for the soil absorption component of the system to be tested.
- Access is not provided into the house. Access must be made available into the house and any other structure connected to the septic system for the inspection. An inspection of the plumbing in the dwelling will be conducted to determine if all the plumbing is routed to the septic system.
- If the septic tank is pumped within 60 days of the inspection. It is important to not pump your septic tanks and other septic system components prior to the inspection, the inspector needs to see the level in the tank/components to assure it is functioning properly.

- If the water well was recently chlorinated. For water samples, please do not chlorinate the well prior to the scheduled appointment. This affects the accuracy of the water test. Water samples are taken from a point of human consumption where the screen and/or aerator can be removed from the faucet.

10. Follow-up phone calls for payment will not be made. Once a written request has been submitted for this service and the inspection has been conducted, the fee is **NON- REFUNDABLE**.

**\*A septic tank is at operating level when the liquid is exiting the outlet of the tank and going into the soil absorption component (leach lines, dry well) and/or discharge location depending on the system design.**

**\*If the water well has recently been chlorinated, the sample cannot be taken until 48 hours after the chlorine solution has been flushed from the system and plumbing.**

### **AFTER THE INSPECTION**

1. A completed inspection report will expire after one (1) calendar year from the date of inspection.
2. The completed report will be emailed to the individual(s) indicated on the application **within five (5) business days** of completion. Applicants will be called with water sample results the day we receive the results.
3. When a septic system is creating a public health nuisance, orders will be issued to make necessary corrections within a six-month time frame.
4. When the septic system is found to be failing beyond repair a copy of the **Carroll County New Build/Replacement Procedures** will be provided along with the Point- of-Sale report for how to proceed with replacing the system.
5. When a water well is sampled and the results are not safe for human consumption, the water well should be disinfected and re-sampled.
6. A CCGHD REHS can re-sample the water well for a re-sample fee of \$65.00. A Registered Private Water Systems Contractor (well driller) can also re-sample the water well for real estate purposes. If a well driller re-samples the water the CCGHD may request a copy of the results for the point-of-sale file.

## Some Frequently Asked Questions:

### 1. What type(s) of properties will require a Point-of-Sale inspection?

- All dwellings that have a household sewage treatment system (HSTS), that have been determined by the Carroll County Auditor, to have had a transfer of ownership will require an inspection, except for the exemptions listed in the CCGHD's Point of Sale Policy. The list of exemptions will be provided upon request.
- The Ohio Administrative Code 3701-29-01 (WW) defines a Household Sewage Treatment System (HSTS) as any sewage treatment system, or part of such a system, that receives sewage from a **single-family, two-family, or three-family dwelling**.

### 2. Will this inspection hold up the transfer of title of a piece of property?

- No, CCGHD will not hold up the transfer of title of a property.

### 3. Will this inspection require a water sample to be taken?

- No, it is optional to have the water sampled and is an additional cost.

### 4. If the septic does not meet the current regulations, will the system automatically fail the inspection?

- No, the septic will be evaluated by conducting a hydraulic load test. Which is where a large dose of water is pushed through the system to ensure it can handle the dose. The result of this test will determine if the system is functioning properly.

### 5. How much water is required to be ran during a hydraulic load test?

- 60 gallons of water per bedroom in the home. The REHS determines the length of time needed to run this amount of water by calculating gallons per minute, usually at a bathtub or with a garden hose.

### 6. If the septic does not meet the current regulations, does it have to be updated to current regulations?

- No, if a septic is functioning properly and is **not** creating a public health nuisance it will not be required to be updated to current regulations at this time.

### 7. If the septic does not pass the inspection, will a new system need to be installed?

- Not necessarily. Some septic systems may only need a repair or an alteration. This will be determined by the performance of the system during the inspection.

### 8. What bacteria water result is considered safe for consumption?

- A result of four (4) or less for total coliform
- No detection of Escherichia (E.) coli.

### 9. How long is a Point-of-Sale inspection good for?

- Inspections will expire after one (1) calendar year, from the date the inspection was conducted.

After one (1) calendar year another inspection of the septic will be required.

**10. Can the Point-of-Sale inspection be done by other contractors?**

- No. The inspection may only be conducted by CCGHD environmental health specialists.

**11. How soon after the inspection will the report be available?**

- The septic report will be available within five business days.

**12. Who can do repairs to a septic system or a water well?**

- This will be determined on an individual basis. It depends on the work being completed and what that work is defined as. Please contact CCGHD for more information.