



**MAHONING COUNTY  
PUBLIC HEALTH**  
PREVENT · PROMOTE · PROTECT

**Real Estate Transfer Inspections of Homes with  
Household Sewage Treatment Systems (HSTS) or  
Private Water Wells (PWS)**

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**INSTRUCTIONS AND APPLICATION FORM**

Mahoning County Public Health regulations require that *“ownership of a dwelling served by a household sewage treatment system and/or a private water system shall not be transferred, pursuant to sale or completion of land installment contract, unless the household sewage treatment system and/or private water system has been inspected within the preceding twelve (12) months by the health commissioner or his authorized representative.*

A routine operation and maintenance (O&M) inspection of the system conducted within the previous 12 months does not satisfy the requirement for this real estate transfer inspection.

Additional applications can be obtained from the 2<sup>nd</sup> floor office of Mahoning County Public Health, 50 Westchester Drive, Youngstown, Ohio 44515, or at <http://www.mahoninghealth.org/wp-content/uploads/file/Documents/Documents/Septic%20Information/Real%20Estate%20Revised%20Form.pdf>

Fees for Real Estate Evaluations

Household Sewage Treatment Inspection	<b>\$250.00</b>
Water Well Inspection	<b>\$80.00</b>
Both	<b>\$325.00</b>

**Once a written request has been made for this service, the fee is refundable as long as the sanitarian has not initiated the inspection process. A \$25.00 processing fee will be withheld from the refund.**

- The sanitarian will schedule the initial evaluation on a **Monday or Tuesday from 9:30 a.m. - 4:30 p.m.** We make every effort to schedule evaluations within two weeks of receipt of a request. Please plan ahead and schedule the evaluation at least **FOUR WEEKS** prior to closing in order to accommodate any unforeseen delays. Dwellings must have an operating water supply in order to conduct the evaluation(s).
- The applicant or designee will be provided a copy of the evaluation and any other correspondence from Mahoning County Public Health. The applicant or designee is responsible for providing **ALL** copies to the purchaser, banks, real estate licensees, title companies and others.
- The Board of Health will not stop the transfer of a property as long as the inspection process is complete and all documents have been received by the applicant or designee.

- If a HSTS is determined to be malfunctioning at the time of the evaluation, repairs or replacement will be required.
- A re-inspection fee may apply if the sanitarian visits the property and the following conditions are present but not limited to;
  - Excessive ground cover
  - No running water
  - Any conditions that prevent the evaluation(s) from being conducted.
- Any facts, diagrams, or records that can be provided may aid the real estate inspection.
- **DO NOT PUMP THE SEPTIC TANKS PRIOR TO OR DURING THE INSPECTION PROCESS.** The Sanitarian will instruct if and when the tanks will need pumped.
  - Pumping before the inspection will require a delay until all tanks can be filled full again.
  - Pumping during the dye test will invalidate the sewage system test and a new test and fee will be required.
- Tank(s) that have to be pumped and inspected must be done so by a registered sewage tank cleaner with Mahoning County Public Health. A pumping report must be submitted on the state mandated pumping form in order to complete the final paperwork.
- **DO NOT CHLORINATE THE WELL PRIOR TO INSPECTION.** Chlorination prior to the water sample may invalidate the bacteriological test if presence of chlorine is detected, and a new test and fee will be required.
- The dye test observation period may last up to 14 days depending upon water usage and system design.
- If the evaluation is not completed within (30) days from the original date of application due to lack of information provided by the applicant, the application will be returned as invalid/incomplete.
- Under no circumstances will a Public Health sanitarian enter a dwelling unaccompanied.
- The opinions given may be without knowledge of some individual parts of the HSTS and/or PWS and applies only to the date and time of the evaluation(s). Therefore, this opinion does not guarantee future performance of the HSTS and/or PWS.
- The sanitarian's evaluation may not determine exact property line boundaries, the location of the well(s) when buried or whether or not the HSTS crosses the boundaries of the property being evaluated.

For further information please contact us at (330) 270-2855 (menu selection #2 for Environmental Health) or 1-800-873-6243.

# Mahoning County Public Health

50 Westchester Drive, Youngstown, Ohio 44515 (330) 270-2855

## **APPLICATION FOR EVALUATION OF PRIVATE WATER SYSTEM (PWS) and/or HOUSEHOLD SEWAGE TREATMENT SYSTEM (HSTS)**

**NOTICE:** Once a written request has been made for this service, the fee is refundable as long as the sanitarian has not initiated the inspection process. A \$25.00 processing fee will be withheld from the refund.

What is being requested?

- HSTS evaluation  \$250.00  
PWS evaluation/resample  \$ 80.00  
Both  \$325.00  
Re-inspection  \$ 70.00

Mail to

Name

Address

City

State

Zip

Address of property to be evaluated

Township

Owner's name

Person to Contact for appointment

Contact Person's Phone number

Name of Applicant

I, the undersigned, agree to attach a copy of the completed household sewage treatment system and/or private water supply evaluations to the Residential Property Disclosure form provided to the buyer of this property.

Signature of Applicant

The opinions given may be without knowledge of some individual parts of the HSTS and/or PWS and applies only to the date and time of the evaluation(s). Therefore, this opinion does not guarantee future performance of the HSTS and/or PWS.

### **EXISTING STRUCTURES MUST HAVE AN OPERATING WATER SYSTEM**

### **DO NOT HAVE THE HSTS PUMPED PRIOR TO INSPECTION**

Please return the completed application to Mahoning County Public Health,  
50 Westchester Drive, Youngstown, Ohio 44515

Please make check payable to: Mahoning County Public Health

The sanitarian will schedule the initial evaluation on a **Monday or Tuesday from 9:30 a.m. to 4:30 p.m.** We make every effort to schedule evaluations within two weeks of receipt of a request. Please plan ahead and schedule the evaluation at least **FOUR WEEKS** prior to closing in order to accommodate any unforeseen delays.

**OFFICE USE ONLY**

**Receipt #** \_\_\_\_\_

**Date Received** \_\_\_\_\_

**Date Scheduled** \_\_\_\_\_