

FREQUENTLY ASKED QUESTIONS

WE JUST BOUGHT A VACANT LOT IN GREENE COUNTY, HOW DO I START THE DEVELOPMENT PROCESS FOR DESIGNING A SEWAGE TREATMENT SYSTEM?

Information and fact sheets about this process are located on the [private sewage systems page](#). Refer to the [soil evaluation and design information sheet](#), the [design plan review instructions](#) and the [site review application instructions](#) for more information.

IF I'M A HOMEOWNER, MAY I WORK ON MY OWN SEWAGE TREATMENT SYSTEM?

Yes. Contact the Health District at 937-374-5606 or 1-866-858-3588 for more information. You, personally, must be doing the digging or excavation work.

I'M BUYING (OR SELLING) A HOUSE AND I NEED TO HAVE SEWAGE TREATMENT SYSTEM INSPECTED, WHAT DO I DO?

The Health District will inspect existing household sewage treatment systems when requested. There is a fee charged for the inspection and evaluation. Please submit the [evaluation of existing sewage treatment system](#) form located on the private sewage systems page. Contact the Health District at 937-374-5606 or 1-866-858-3588 for more information.

MY SEWAGE TREATMENT SYSTEM IS MALFUNCTIONING OR HAVING PROBLEMS, WHAT DO I DO?

Contact the Health District at 937-374-5606 or 1-866-858-3588 for assistance with the evaluation of your sewage treatment system.

I'M SPLITTING OFF OR CREATING A LOT THAT I WANT TO DEVELOP OR SELL, WHAT DO I DO?

Check with your local Zoning Department for the proper lot size and road frontage requirements. Check with the Greene County Regional Planning Commission, 937-562-7480, to see if their approval is required. Contact a surveyor and create the new survey of the proposed lot. Once the survey paperwork and Mylar is finished, complete the [lot split evaluation application](#). Then submit the application, a copy of the Mylar and the appropriate fee to the Health District for review.

I'M LOOKING FOR RECORDS ON MY SEWAGE TREATMENT SYSTEM, WHERE DO I FIND THEM?

The Health District offices contain records of most sewage treatment systems dating back to around the 1950's. Records may be filed under the original owner's last name since some records do not have a house number. The Health District's files are open for review Monday through Friday 8:00am to 11:00am and 1:00pm to 3:00pm. The office is closed for lunch from 11:30am to 12:30pm each day.