



**Environmental Division**  
**555 Lexington Ave.**  
**Mansfield, OH 44907**  
 (419)774-4520 phone  
 (419)774-0845 fax

## Lot Split Application

Review by Richland Public Health (RPH) is required for any lot split that does not have an associated sanitary sewer tap, a sewage treatment system that will remain on lot, and/or where potential buildable lots may be created with no access to sanitary sewer system.

Richland Public Health will assess existing sewage treatment system(s) to ensure proper function, establish that space remains on the lot(s) for replacement of existing sewage treatment(s), assign required area for installation of sewage treatment system(s) on new lots, and determine that any split does not encroach on required isolation distances.

### Applicant Information

Name		Date	
Mailing Address	City	State	Zip
Email	Phone		

### Site Information

Site Address			
City	State	Zip	Township
Parcel #(s)		Total Acreage (Before Lot Splits)	

#### Acreage Per Lot(s):

#### Existing Home (check if yes)

#### Combining to Another Lot?

Lot 1: \_\_\_\_\_



Lot 2: \_\_\_\_\_



Lot 3: \_\_\_\_\_



Lot 4: \_\_\_\_\_



Lot 5: \_\_\_\_\_



All newly created lots under five (5) acres will be required to have a soil evaluation conducted by an approved Soil Evaluator.

All newly created lots that are 5 acres or greater, will not be required to have a soil evaluation conducted by an approved Soil Evaluator unless a building location has been determined on the new lot.

A septic permit will not be issued for a lot until a soil evaluation has been conducted by an approved Soil Evaluator.

As required by Ohio Administrative Code (OAC) 3701-29-08, the following information must be submitted with this application prior to review:

- (1) Soil Evaluation Report for each lot in accordance with OAC 3701-29-07.
- (2) Staked or marked locations of proposed lot corners/property lines.
- (3) A survey prepared for each lot by a Registered Surveyor

Yes

Yes

Yes

(4) Scaled site drawing including: (a) acreage of each proposed lot and land area; (b) proposed lot lines with detail of site conditions including vegetation and drainage; (c) site information including easements, utilities, structures, wells, foundations, roads, drainage features, water bodies. (Include: future buildings, landscaping, pools, etc) Yes

(5) Identification of one or more sewage treatment system type(s) that might be feasible for each lot. Yes

Please submit this completed form, the above required documents and payment of **\$250.00 per each new lot** either by mail or in person to: Richland Public Health, 555 Lexington Avenue, Mansfield, OH 44907 (Checks payable to: Richland Public Health).

This evaluation does not indicate specific sewage treatment system type(s) to be installed on the lot(s). A site review for permit must be approved by RPH to determine exact specifications, type, and size of system. This evaluation is not a guarantee of system approval or type and applies to only those site conditions known at the time of inspection and documents submitted for review. The review is limited to the site conditions at time of inspection and documents submitted for review.

Applicant Signature	Date
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----- OFFICE USE ONLY -----

**Final Lot Split Consideration:**

<input type="checkbox"/> Approved	Environmental Health Specialist/In Training Signature	Date of Approval
<input type="checkbox"/> Disapproved	Environmental Health Specialist/In Training Signature	Date of Disapproval
<input type="checkbox"/> Exempt	Environmental Health Specialist/In Training Signature	Date of Exempt Status

Comments:

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<b>Fee Paid</b>	
<b>Date Paid</b>	
<b>Receipt #</b>	
<b>Recorded By</b>	
<b>Date Recorded</b>	