

PORTAGE COUNTY COMBINED GENERAL HEALTH DISTRICT



705 Oakwood Street
Suite 208
Ravenna, Ohio 44266

Phone: 330-296-9919
Fax: 330-297-3597
E-mail: pchd@portageco.com

Joseph J. Diorio, MPH, MS, RS
Health Commissioner

Web: www.co.portage.oh.us/dept/healthdepartment

Well Permit Procedures

1. An application needs to be completed. The application may be obtained through the Health Department or online at the following link:

[OHIO DEPT OF HEALTH PERMIT APPLICATION FOR A PRIVATE WATER SYSTEM](#)

2. The applicant will need to provide information such as property owner's name, mailing address and phone number along with the property location and address. The applicant will also need to provide a site plan drawing showing the home, well, and sewage system locations; and indicating distances from the water source to any known contamination sources. A list of the minimum isolation distances is provided on the site plan page.
3. The fees for well permits are as follows:

-Single dwelling	\$482.00
-2 or 3 family dwelling	507.00
-Alteration - single dwelling	351.00
-Alteration - 2 or 3 family dwelling	376.00
-Hauled Water Storage Tanks, Cisterns, Ponds, Springs.....	438.00
4. The completed application must be submitted to our office with the appropriate fee to be reviewed by a designated individual at the Health Department who is in the office between the hours of 8:00 a.m. and 10:00 a.m. If you are unable to come into the office between these hours, a check may be left for the appropriate amount and the permit can be mailed.
5. The customer will receive disinfection instructions along with a copy of the approved permit. Once the private water system is completed and connected to the dwelling, the system must be properly disinfected. After the disinfectant has been removed, you must contact the Health Department for inspection and water testing. The fee for the initial testing is included in the original application fee.