



Franklin County Public Health  
280 East Broad Street  
Columbus, Ohio 43215-4562  
(614) 525-3160  
[www.myfcph.org](http://www.myfcph.org)

## Step-by-Step Process for Installing/Replacing a Septic System

Water Quality Program

- 1. Site & Soils Evaluation:** The applicant must contact a soil scientist to complete a soil evaluation at the property in question. A list of qualified soil scientist can be found at: [www.ohiopedologist.com](http://www.ohiopedologist.com)
- 2. STS Layout or Design Plan:** When the soil evaluation is complete, a septic system design must be requested from a Sewage Treatment System Designer. A list of septic system designers in the county can be found at: <https://www.odh.ohio.gov/odhprograms/eh/sewage/STSpages/STS%20Designer%20Page%20with%20Forms%20and%20Resources.aspx>
- 3. Site Review Application:** When the above two steps are complete, the information may be submitted to Franklin County Public Health for a Site Review to be completed. Please fill out the [Sewage Treatment System Site Review Application](#) from our website and submit with the soil evaluation, septic system design, and site review fee. We accept cash or check at this time. The site review will not be accepted until all requirements are submitted. Please send to:  
**Franklin County Public Health**  
**ATTN: Water Quality Program**  
**280 E. Broad St.**  
**Columbus, OH 43215**
- 4. Permit Application:** Once the applicant has received a site review approval letter from FCPH, a permit for installation may be applied for. Please fill out the [Sewage Treatment System Permit Form](#) from our website and contact the Water Quality program at (614) 525-3559 to receive the appropriate permit fee. Submit the permit application and permit fee (payable by cash or check) to the same address listed above. Once approved, a copy of the permit will be mailed and installation may begin.

If you have any questions, please contact the Water Quality Program at (614) 525-3559 for assistance.