

Guidance for how to obtain a Private Water System Permit:

Licking County Health Department
675 Price Road
Newark, OH 43055
(740) 349-6475



- ✓ **Contact a registered private water system contractor (well driller).**
 - List of private water system contractors: www.odh.ohio.gov or www.lickingcohealth.org
 - For list by email, fax, or mail, contact LCHD at: Environmental@lickingcohealth.org or 740-349-6475

- ✓ **Obtain a private water system permit application.**
 - www.lickingcohealth.org or www.odh.ohio.gov
 - For application by email, fax, or mail, contact LCHD at: Environmental@lickingcohealth.org or 740-349-6475.

- ✓ **Complete the private water system permit application. Be sure to include the private water system contractors name, ODH registration # and phone #.** Complete the site plan specific to your lot and indicate your preferred well location or attach your plan if it's on a separate page.

- ✓ **Return the completed application and fee to LCHD. Payment of fee can be made by credit card, cash or check. Credit card payment will also be accepted by phone.**
 - Environmental@lickingcohealth.org
 - 740-349-6475
 - By mail or in person: 675 Price Road, Newark Ohio 43055
Monday- Friday 8am- 5pm

- ✓ **A site evaluation will be done by a LCHD Sanitarian to determine if the minimum isolation distance requirements have been met and if there are any other potential contamination sources.**

- ✓ **The private water system permit will then be issued and returned to you.**

- ✓ **The well must be drilled within 1 year from the date that the permit was issued.**

- ✓ **Final approval of the permit will be given after the contractor submits the required well log and LCHD obtains a water sample that is in compliance.**

03/2015