

MEMORANDUM

To: Subdivision Review Committee Members and Interested Parties
From: Ashland County Health Department- Environmental Health Division
Date: June 10, 2026
Subject: Policy Update- Subdivisions and Lot Splits

The Ashland County Health Department (ACHD) serves on the Subdivision Review Committee and conducts lot split evaluations for all newly created lots in Ashland County that are less than 20 acres. The purpose of this review is to confirm that each proposed lot complies with Ohio Administrative Code (OAC) 3701-29 and has adequate soil conditions and sufficient area to support an on-site household sewage treatment system (HSTS). Even when there are no immediate plans to build on a newly created lot, the lot must still meet sewage system requirements in the event a dwelling is constructed in the future.

Historically, the department has required a site and soil evaluation for all newly created lots under 20 acres. On June 9, 2026, the Ashland County Board of Health approved a new policy. Effective immediately, a site and soil evaluation is required for every proposed lot that is less than 5 acres. Such evaluations are no longer required for lots of 5 acres or more unless specifically requested by ACHD.

For any lot created that is less than 5 acres, the submitted evaluations must include the following:

- A soil evaluation for each applicable proposed lot, completed by a soil scientist using forms prescribed by the Ohio Department of Health. If more than one lot is created, a separate soil report is required for each proposed lot of less than 5 acres.
- A scaled site drawing that includes the following, as applicable (certain elements may be waived by this department on a case-by-case basis):
 - ✓ Topography shown in 2-foot contours
 - ✓ Locations of the soil scientist's test borings or pits
 - ✓ All existing and proposed structures on the property
 - ✓ Existing or proposed driveway locations
 - ✓ Any easements affecting the parcel, including drainage easements
 - ✓ A plan showing the primary and secondary replacement septic treatment leach fields
 - System design must be suitable for a 3-bedroom home, unless otherwise approved by this department.
 - A spray system will not be accepted as a design for this purpose.
 - For lots with an existing system, it is sufficient to indicate the replacement system only.
 - ✓ The location of each existing or proposed private water system with a 50-foot radius.

Your cooperation in implementing this policy is appreciated and will help ensure that newly created lots are reviewed consistently and in accordance with OAC 3701-29. If you have any questions regarding these revisions, please contact the ACHD Environmental Health Division at (419) 282-4337.

