

		<b>West Virginia Department of Health and Human Resources</b>			
		<b>MANUAL OF ENVIRONMENTAL HEALTH PROCEDURES</b>			
Section	Waste Water	Date	February 11, 2014	Procedure #	WW-10
Subject	Guidelines for Approval of Subdivisions Served by Individual On-Site Sewage Disposal Systems			Page	1 of 1

Central sewer systems may not always be desirable or practical for serving subdivision developments. Individual sewage systems may be proposed and an application for subdivision approval shall be submitted in accordance with the requirements described in 64CSR9 [Sewage System Rule](#), Section 8, Subdivisions, and this memorandum.

Effective September 30, 1990, the Office of Environmental Health Services delegated authority to the local health departments for approval of all subdivisions served by individual on-site sewage disposal systems, regardless of the number of lots involved.

Standard or alternative septic tank/soil absorption systems may be approved for individual lots in a subdivision. Subdivision approval must be obtained prior to selling individual lots when lots are intended for development which will require onsite sewage systems. Once approval is granted, no further division of the approved lots in the subdivision may be done without once again applying for approval.

Division of land not proposed for development requiring onsite sewage disposal systems shall not require subdivision approval. Buyers of such properties should be informed that no approved onsite system installation areas have been established and that 64CSR9 [Sewage System Rule](#) section 3.1. requires that a permit be obtained prior to construction of a dwelling or establishment on any site.

Please note that if the proposed subdivision will ultimately be larger than 14 lots and is to be served by a central water system, the developer must obtain water system approval from this Office's Environmental Engineering Division, in addition to the subdivision permit.

Subdivisions requiring onsite sewage disposal shall be approved as follows:

1. The applicant shall submit completed form ES-76 with the required attachments to the local health department.
2. The local sanitarian shall either approve or deny the subdivision application and so indicate by completing Section III of form ES-76.
3. Subdivision approval numbers shall be assigned in accordance with procedure A-14 and A-15.
4. A copy of form ES-76 indicating final action with a cover letter is to be returned to the applicant.
5. Following subdivision approval and the selling of individual lots, each individual lot owner must make application to the local health department for an individual system permit.

Attached is a copy of form ES-76. Page three, "Fact Sheet," has been revised to reflect the above guidelines.

References

[64 CSR 9, Sewage System Rule](#)

History

Replaces WW-10 dated September 24, 1990

Attachments

ES-76, Subdivision Approval Application Form