

	<b>West Virginia Department of Health and Human Resources</b>				
	<b>MANUAL OF ENVIRONMENTAL HEALTH PROCEDURES</b>				
Section	Waste Water	Date	September 24, 1990	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 may be submitted in accordance with the procedures described in the [Sewage System rules](#), Section 10, Subdivisions, and this memorandum. The subdivision approval process replaces the old Declaratory Ruling process. Declaratory rulings are no longer issued.

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

Only standard septic tank/soil absorption systems may be approved for individual lots in a subdivision. Subdivision approval must be obtained prior to selling individual lots. Once approval is granted, no further division of the approved lots in the subdivision may be done without once again applying for approval.

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 shall be approved as follows:

1. The applicant shall submit completed form [ES-76](#) with the required attachments to the county health department.
2. The county 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 county health department for an individual system permit.

Attached in a copy of form [ES-76](#). Page three, "Fact Sheet," has been revised to reflect the above guidelines.

References                    [64 CSR 9, Sewage System Regulations](#)

History                        Replaces WW-10 dated July 18, 1986

Attachments                [ES-76, Subdivision Approval Application Form](#)