

**On April 25, 2006**, the Ingham County Board of Commissioners adopted the Ingham County regulation for the inspection of residential on-site water and sewage disposal systems at time of property transfer. This regulation will protect public health and safety by ensuring safe and adequate water supplies and proper disposal of human sewage.

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### How Will these Inspections be Completed?

Homeowners or their agents will hire certified private inspectors or ICHD to conduct these inspections. A list of certified inspectors is available from the Ingham County Environmental Health Department or on the Ingham County website:  
<http://hd.ingham.org/DoingBusinesswithICHD/WellSeptic>

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### Will this Program Delay my Home Sale?

Ingham County Environmental Health Department does not control inspection schedules of the private certified inspectors. Getting started early will avoid delays. The listing agent and/or the homeowners are encouraged to have the inspection performed at the *start* of the listing process to avoid delays in the closing process. The conformance letter is valid for a 12-month period.

### Why Do We Need This Program?

Currently, Ingham County estimates that there are 1,200 failing private sewage treatment systems and an unknown number of failing private wells.

Systems that are in failure represent a risk to Public Health, groundwater and surface water resources, as well as become a financial burden for the homeowner.

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### Can a House be Sold *Before* Repairs are Completed?

Yes. A homeowner or their agent can receive approval for property transfer if the following is submitted to and approved by Environmental Health:

- Corrective action plan or permit to replace an existing system
- Proof of contract with contractor to complete corrective actions
- Escrow agreement with the title company, which covers 1.5 times the cost of required repairs



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# POINT OF SALE PROGRAM

A GUIDE TO TRANSFERRING PROPERTY  
IN INGHAM COUNTY



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Selling a home or transferring property in Ingham County means that the well & septic systems must be inspected prior to closing. This brochure is a guide to help you through the Point of Sale process.



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## **The Point of Sale Regulation Requirements Include:**

1. The inspection and evaluation of septic systems and/or wells *before* any residential home property is transferred.
2. The authority of the Health Department to certify inspectors and regulate this Regulation.
3. Private Certified Inspectors or the Ingham County Health Department may perform inspections. Private inspectors will be certified by Ingham County. Individual inspectors set their own fees. All inspections (by either private inspectors or the County) will require an administrative fee. Inspectors will have documentation to ensure their certification.
4. Inspection reports must be filed with the Health Department. These reports include:
  - A description of the well and/or sewage treatment system(s) condition
  - A summary of findings, water samples, and septic tank maintenance report
5. Within five (5) business days of receiving the completed report from the inspector, the County will generate a written notice either authorizing the transfer of property (conformance) or citing non-compliance (non-conformance)
6. Property owners or applicants may submit the proof of non-compliance corrections (invoices, receipts, pictures, etc.) via email, fax or by mail, to the sanitarian that signed the non-conformance letter.

## **Exemptions to the Point of Sale requirement:**

- New well and septic systems have been installed and received final approval within the last 2 years.
- Removal of a name from the title or changing names due to a divorce.
- The property has municipal or public water and sewer systems.
- Land contract properties are not required to have a point of sale inspection until the title transfers however; it is encouraged that the inspection be completed early in the process.

### **Escrow Agreements in Ingham County**

Ingham County allows funds to be held in escrow if installation cannot occur before closing.

#### **-If a replacement septic system is required:**

- Apply for the septic system replacement application online at [www.ingham.org](http://www.ingham.org).
- The application will be sent to the area sanitarian who will contact the applicant/owner to set up a site visit to complete soil borings to determine what type of system is required.
- Either a conventional or an engineered/alternative system will be required.
- If an engineered system is required, the sanitarian will provide a list of engineers. A septic plan review fee will be required to be submitted to ICHD.
- Once the engineered plans and fees are received, this office will write up the permit
- A permit for a conventional system can be written by this office

#### **-If a replacement water supply well is required**

- Please note: without approved water samples, this office will require a bid and escrow agreement for a new well.
- Apply for the well replacement online at [hd.ingham.org](http://hd.ingham.org)
- The application will be sent to the area sanitarian who will contact the applicant/owner to set up a site visit to write up the well permit.
- Contact a licensed well driller to complete a bid for the replacement well.

**Obtain bids for the replacement water supply well and/or the replacement septic system. Ingham County requires that 150% of the total of the bids be placed in escrow at the time of closing.**



### **Ingham County requires the following for escrow agreements:**

- Repairs are completed within 180 days of closing
- Escrowed funds are not to be released without written authorization from the Ingham County Health Department
- The bids and escrow agreement be sent to our office for review. The permit, if required, needs to be issued prior to completing the conformance with escrow agreement letter.