



PREVENT. PROMOTE. PROTECT.

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Dear Sir/Madam:

This letter is in regard to the Intent to Fill form distributed by Hamilton County Public Health, Waste Management Division. The Intent to Fill form is an informational notification for use by Hamilton County Public Health and is required under Ohio Administrative Code 3745-400-05 for clean hard fill.

The form is used to notify Hamilton County Public Health of any fill operations in progress or in the future. It allows a land owner the option of placing clean hard fill (defined as construction and demolition debris consisting of reinforced or non-reinforced concrete, asphalt, concrete brick, block, tile and/or stone which can be reutilized as construction material) in an area requested to be filled. The notification allows Hamilton County Public Health to verify that filling is acceptable but differentiates this activity from open dumping or landfilling. The form requires the following information: where the fill operation is taking place, the time period the filling will occur, the nature of the fill, where the material is from and a contact person's phone number. To best distinguish where the fill operation is taking place, a simple drawing of the property, depicting the fill area(s) with reference structures, is required for submittal with the form. Again, **this is a notification, not a permit.**

**It is the responsibility of the property owner/operator to obtain proper approvals for a filling project. Approvals may be necessary based on a community's ordinances, zoning, regulations or some other governmental agency, such as Public Works or Soil and Water Conservation District.**

Hamilton County Public Health will conduct periodic inspections of the fill site to verify that only material that meets the above definition of clean hard fill is used at the site. No mixed loads (solid waste, construction and demolition debris, etc.), may be brought to the site. Any sorting of materials that is necessary must be completed at the site of generation. **Only clean hard fill is allowed for filling or stockpiling at the fill site.**

If you have any questions, please notify the Waste Management Division at (513) 946-7879.

Sincerely,

Waste Management Division  
Hamilton County General Health District

Enclosure