

Assigned To: _____	For office use only	IP Number: _____
Date submitted _____	NC PIN# _____	
Payment Received \$ _____	<input type="checkbox"/> Renewal (same site plan and design flow as original permit)	Original Permit # _____

Caldwell County Health Department

IMPROVEMENT PERMIT AND/OR CONSTRUCTION AUTHORIZATION APPLICATION

- Improvement Permit
 Construction Authorization
 Repairs



Initial one:
 _____ New System (IP/CA)
 _____ Expansion of existing
 _____ Redesign (CA only)
 _____ Repair (failing system)
 _____ Reconnect

Applicant Information

Owner	Address	City	State	Zip	Home & Work Phone
Applicant	Address	City	State	Zip	Home & Work Phone
Applicant's Legal Representative	Address	City	State	Zip	Home & Work Phone

Property Information

Lot Size: _____

Street Address	Subdivision Name	Section/Phase/Lot#
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Directions to Site: _____

Residential Specifications

- House
- Mobile Home
- Modular
- Multi-family - No of Units _____

- Max number of bedrooms: _____
- Max number of occupants: _____
- If expansion: Current number of bedrooms: _____
- Will there be a basement? Yes No
- Plumbing Fixtures in basement Yes No
- Is a grinder pump proposed before septic tank? Yes No

Non-Residential Specifications:

Type of business/assembly: _____ (additional info or a letter of intent may be required)
 Maximum number of employees: _____ Total Square Feet of Building _____
 Restaurant/ Assembly - No. of seats _____ Sq. Feet of Dining Area _____
 Food Stand - Sq. Feet of Food Stand _____
 Day Care -No. of Children / Adults _____

Water Supply:

- New well
 Existing Well
 Community Well
 Public Water
 Spring

Desired System Type (systems can be ranked in order of your preference)

- Accepted
 Conventional
 Innovative
 Other (specify)
 Any

The Applicant shall notify the local health department upon submittal of this application if any of the following apply to the property in question. Check yes or no for each question below. If the answer to any question is "yes", applicant must attach supporting documentation.

- Yes No Does the site contain any jurisdictional wetlands?
- Yes No Is any wastewater going to be generated on the site other than domestic sewage?
- Yes No Is the site subject to approval by any other public agency?
- Yes No Are there any easements or right of ways on this property?
- Yes No Are there any existing well or spring locations? (Including those on adjoining lots within 100')
- Yes No Has 811 been contacted and identified any underground utilities on property?
 (For Repairs/Expansion) If yes, please list:

Ticket Reference Number: _____ Visit by Date: _____

Notes to EHS:

Applicant will be able to meet the EHS at the site. (It is recommended that the applicant or a representative meet the EHS at the site prior to the evaluation.)

Site Plan Instructions: (Required Per 15A NCAC 18E .0202 (H))

Applications will not be accepted without a complete site plan (except repairs)

To ensure your site plan is complete check each of the items below that is depicted on your plan or write N/A if this is not applicable to your site.

- Existing and proposed property lines with dimensions. Indicate the location of any property irons or survey markers
- The location of all existing and proposed structures (e.g. house, garage, driveway, pool, outbuildings, etc.). Include the dimensions of the proposed structures and denote their location with measurements to nearby property lines or other fixed reference points. (e.g. irons, power poles, roads, etc.) If you are unsure as to the proposed structure size, please show the dimensions of the MAXIMUM area on the lot that you anticipate the structure will cover. This includes decks and patios.
- The site you would prefer your septic system go in (tank and nitrification field)
- Proposed or existing well or spring locations (including those on adjoining lots within 100')
- The location of any easements, right of ways, or underground utilities (electrical, water, etc.)
- The location of any existing septic tank systems (tank and nitrification field)
- The location of any grading or proposed grading (removal or addition of soil)

Site Preparation for New Septic Systems: (Required Per 15A NCAC 18E .0202 (H))

The permitting process cannot be started until site preparation is complete. Have you completed the following? (Check the box if completed)

- Mark all property corners and sidelines with flags, paint, stakes, etc.
- Property lines without a clear view from pin to pin, must be marked every 50 feet.
- Clearly identify area for house placement and other planned structures (deck, garage, pool, driveway, etc.)
- Clear undergrowth from the proposed septic drain field and repair area to allow easy accessibility and visibility in the area to be evaluated (at least 50 feet of visibility in any direction).
- Consider the following setbacks for septic systems: At least 50 feet from a creek or spring (not used as a water supply), 10 feet from any property line, 100 feet from any existing or proposed well location

If the EHS is unable to conduct a site evaluation due to inadequate site preparation the applicant may be charged a \$100 revisit fee before rescheduling the evaluation.

Important Notes to the Applicant:

- Once this application is submitted an Environmental Health Specialist will contact you to discuss your site and to schedule the evaluation.
- It is recommended not to do any grading on the site before the site evaluation occurs. Grading on sites with shallow soil may cause the site to be unsuitable. Septic tail lines cannot be installed in fill.
- Backhoe pits **MAY BE** required for soil evaluation.
- If evaluation exceeds over a two acre area, additional fees may be charged
- This application is valid for 12 months.
- IP/CAs (septic permits) are transferable and valid for 60 months.
- IP/CAs are without expiration if issued in conjunction with a complete survey plat depicting all improvements including septic and well areas to scale and filed with the Register of Deeds.
- **Permits are subject to revocation and recharge if the site plan, plat, or intended use changes (NCGS 130A-335)**
- **Permits are subject to revocation and recharge if the site is altered. (15A NCAC 18E .0203(F))**
- In issuing or denying permits for septic systems, Environmental Health Specialists, although employed by Caldwell County, are acting as agents of the State of North Carolina, and are applying rules and regulations promulgated by the State.

By signing below I acknowledge that I have read this entire application. I certify that the information provided on this application and the attached site plan (if applicable) is true, complete, and correct. With this application, authorized county and state officials are granted right of entry to this property to conduct necessary inspections and to determine compliance with applicable laws and rules.

Property owner's or owner's legal representative signature (required)

Date

**Documentation must be provided to support claim as owner's legal representative.