

Date: _____

Tax Map/Parcel #: _____

Permit #: _____

SITE/SOIL EVALUATION APPLICATION

Improvement Permit

Construction Authorization

Valid 60 months Non-expiring (complete plat required)

1. Applicant Information:

Applicant Name: _____

Phone: _____

Address: _____

Email: _____

Owner Name: _____

Phone: _____

Address: _____

Email: _____

2. Property Information:

a) Address or directions to property: _____

b) Subdivision & Lot Number (if applicable): _____

c) Lot Size/acreage: _____

d) Date Property Originally Deeded & Recorded: _____

e) Does site contain any jurisdictional wetlands? Yes No

f) Does site contain any existing wastewater systems? Yes No

g) Wastewater generated other than domestic sewage? Yes No

h) Site subject to approval by other public agency? Yes No

i) Easements or Right-of-Ways on site? Yes No

3. Wastewater System Request: New Expansion Relocation Change of Use

a) Residential Septic

1. Maximum Number of Bedrooms: _____ If expansion, Current Number of Bedrooms: _____

2. **Foundation:** Slab? Yes No Crawl Space? Yes No

Basement? Yes No Basement Plumbing? Yes No

3. Is a grinder pump proposed before the septic tank? Yes No

b) Non-Residential Septic

1. Type of Business: _____

2. Total Square Footage of Building: _____

3. Number of Employees: _____ Maximum Number of Seats: _____

4. Water Supply (choose one):

a. Private Well Shared Well Municipal Water Spring Other _____

b. Any existing wells, springs, waterlines onsite: Yes No

c. New Well Needed with this application: Yes No

5. If applying for Construction Authorization, please indicate desired system type:

Any Conventional Accepted Innovative Other _____

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Application and Site Preparation Instructions: *The applicant is responsible for preparing property for a site visit by an Environmental Health Specialist (EHS) prior to their arrival. The applicant must address each of the items listed below. (Note: A separate application and site plan must be submitted for each proposed septic system/lot. An individual site evaluation may encompass an area up to 3 acres in size.)*

1. **Site Plan:** A site plan is **required** to be submitted. Site plans should be completed on a copy of the GIS aerial map or survey plat of the property. Site plans should show the location of the proposed dwelling, septic system, well(s), driveway, accessory buildings, etc. If you are proposing to subdivide property, the proposed property lines must be clearly marked on the site plan map. (A sample site plan worksheet is available upon request.)

*GIS maps can be found at the county GIS office or website.

*Survey plats can be found at the county Register of Deeds office or website.

2. **House/Structures:** The proposed house or any other structure must be marked on the property by flagging, painted stakes, etc.

3. **Property lines:** All property lines and corners within 250ft. of the proposed house site must be properly marked and easily visible in the field. (If they cannot be located or are unknown, a land surveyor can do this at the applicant's expense.) If you are proposing to subdivide property, the proposed property lines must be marked.

4. **Clearing:** In order to conduct a site evaluation, the lot must be easily accessible. If thick vegetation/underbrush, fallen trees, or other obstacles prevent free movement across the property then brush-hogging or clearing will be required at the applicant's expense. **Soil disturbance must be minimized during the clearing process in order to avoid removing soil and adversely affecting site/soil characteristics.**

***** If applying for a site to be evaluated on farmland with planted crops, the applicant may be required to wait until the crops are harvested before the evaluation is performed. *****

Important:

- If an EHS arrives at the property and a site evaluation cannot be conducted because the site has not been prepared as required, the applicant will be notified and the application placed in 'Inactive' status.
- When an 'Inactive' application is reactivated, the application will be processed based on the re-activation date.
- A revisit fee (\$50.00) may be assessed prior to scheduling another visit to the property.
- Applications which are in 'Inactive' status for more than 90 days are considered void and all fees paid by the applicant are forfeited.
- If you have any questions regarding the information listed above, please feel free to contact our office at (336 597-1790). Our office hours are Monday through Friday, from 8:30 to 5:00.
- **Please notify our staff if dogs will be encountered during the site visit. Dogs will need to be kept under control if there is a possibility that they may harm our staff.**

I certify that the information provided above is complete and correct to the best of my knowledge. I also understand that if the information provided is inaccurate, the site is subsequently altered, or the intended use changes, all permits and approvals shall be subject to revocation. Submittal of this application grants right of entry to the Person County Environmental Health Department staff.

Owner's Signature

Date

Applicant's Signature

Date

- **Must provide documentation to support claim as owner's legal representative.**
- **Applications can be submitted by email to envhealth@personcountync.gov**