



Application for: Improvement Permit and/or Authorization to Construct

Check all that apply: Improvement Permit (To find out if land will pass) Authorization to Construct (Install or repair septic system)

IF THE INFORMATION IN THE APPLICATION FOR AN IMPROVEMENTS PERMIT IS FALSIFIED, CHANGED, OR THE SITE IS ALTERED, THEN THE IMPROVEMENTS PERMIT AND AUTHORIZATION TO CONSTRUCT SHALL BECOME INVALID. The permit is valid for either 60 months or without expiration depending upon documentation submitted. (complete site plan = 60 months; complete plat = without expiration)

APPLICANT INFORMATION:

Applicant Name	Address	Phone Number
Owner Name	Address	Phone Number

Applicant Email Address: _____

PROPERTY INFORMATION:

Lot Size: _____ (acres) Parcel Id (PIN#): _____

Street Address	Subdivision Name	Lot#
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Directions to Site: _____

DEVELOPMENT INFORMATION

- New Single Family Residence
- Expansion of Existing System
- Repair to Malfunctioning Sewage Disposal System
- Non-Residential Type of Structure

Residential Specifications

Maximum number of bedrooms/occupants: _____/_____

If expansion: Current number of bedrooms: _____

Will there be a basement? yes no

Plumbing fixtures in Basement yes no

Non-Residential Specifications:

Type of business: _____ Total Square footage of Building: _____

Maximum number of employees: _____ Maximum number of seats: _____

Water Supply: Are there any existing wells, springs, or existing waterlines on this property? yes no

- New well
- Existing Well
- Community Well
- Public Water
- Spring

If applying for Authorization to Construct: Please Indicate Desired System Type(s):

- Conventional (Traditional rock system)
- Accepted (EZflow or Chamber)
- 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. If the answer to any question is "yes", applicant must attach supporting documentation.

- yes no Does the site contain any jurisdictional wetlands?
- yes no Does the site contain any existing wastewater systems?
- 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?

I have read this application and certify that the information provided herein is true, complete and correct. Authorized county and state officials are granted right of entry to conduct necessary inspections to determine compliance with applicable laws and rules. I understand that I am solely responsible for the proper identification and labeling of all property lines and corners and making the site accessible so that a complete site evaluation can be performed.

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

Date

**Must provide documentation to support claim as owner's legal representative.

SITE PLAN WORKSHEET

Place a mark (X) beside each item that has been indicated on your site plan, incomplete site plans will be returned to you for completion. Remember: Your property will not be scheduled for an evaluation until we have received a completed application, site plan, and all proposed items are marked on the property.

- _____ - The dimensions of the property.
- _____ - The proposed location of all structures (e.g.: facility, wells, water lines, outbuildings, pools). Show the distances from the road and the side property line to all structures. Be sure and give the dimensions for all the structures. If you are unsure as to the structure size, please show the dimensions of the MAXIMUM area of the lot that you anticipate the structure will cover.
- _____ - The site you would prefer your septic system to go in.
- _____ - The preferred driveway location.
- _____ - The proposed well location.
- _____ - A north arrow or other sufficient directional indicator.
- N/A _____ - Any proposed structures or improvements to the property such as garages, workshops, pools, etc. **If there are none, circle N/A.**
- N/A _____ - The location of any existing septic tank systems and wells on your property and on the adjoining property within 50' of your property line. **If there are none, circle N/A.**
- N/A _____ - The location of any easements or rights of way on the property. **If there are none, circle N/A.**
- N/A _____ - The location of any designated wetlands on the property. **If there are none, circle N/A.**

USE THIS SPACE TO DRAW YOUR SITE PLAN:

Sampson County Environmental Health Site Plan Instructions

Example Drawing

On your property:

- 1) Make sure the property lines are clearly marked by yellow flags.
- 2) Make sure the corners of the house are clearly marked by pink flags to include a carport, deck, or any other attachment to the home.

***Flags will be given to you when your application is submitted.*

On your site plan drawing:

- 1) When you come to the office, make sure the dimensions of the house are clearly shown on the site diagram, as well as the distances from the side property lines and the distance from the front of the house to the center line of the road. For questions about minimum setbacks contact Zoning Office at **(910) 592-0146**.
- 2) Clearly show the preferred location of your septic system, well, driveway and any outbuildings such as sheds or workshops. Show any future additions such as pools or decks so septic system can be adjusted to accommodate them.

 = House Corners

 = Property Corners

