



Application for Permit to Construct an Individual Sewage Treatment and Disposal System

Home Phone No.: _____ Work Phone No.: _____ FILE #: _____

I, _____ (Name), _____ (Mailing Address)

_____ (City/Town) _____ (State) _____ (Zip Code)

hereby make application for a Permit to Construct an Individual Sewage Disposal System to serve a:

House: _____ Mobile Home: _____ Other (Specify): _____

If in subdivision, give name: _____, Lot #: _____

Street: _____ Tax Map #: _____

Applicant's Sketch Of Proposed Installation On Lot

Sketch must show dimensions, proposed and existing structures, proposed pool, proposed or existing wells (including wells on adjoining property), proposed septic tank location, proposed drive, and indicate distance from proposed building to road and property lines. Attach copy of deed describing boundaries or plat.

LOT IDENTIFICATION

(DATE SITE WILL BE STAKED & READY FOR EVALUATION)

*****SEE INSTRUCTION SHEET*****

PLEASE GIVE EXACT DIRECTIONS TO LOT

No. Bedrooms: _____
Basement: Full Partial None:
Plumbing in Basement: Yes No
Well: Existing Proposed None
Public Water: Yes No

If commercial establishment, answer following:
Type of Business: _____
Number of Occupants: _____ Number of Employees: _____
Other: _____ (i.e. seating capacity, meals per day)
Public Restrooms: _____ Number of Hours of Daily Operation: _____

Information not in conformance with actual conditions on the property will void the Permit to Construct.
"Permission is hereby granted for health department representatives to enter the above-described property at reasonable hours for the purpose of septic tank inspection and/or site evaluation."

_____ Date _____ Property Owner or Agent's Signature

INSTRUCTIONS FOR SEPTC TANK APPLICATION

1. FILL OUT APPLICATION COMPLETELY: INCLUDING THE DATE THE SITE WILL BE STAKED AND READY FOR EVALUATION.
2. HOMES OVER 3500 SQUARE FEET PROPOSED ON LESS THAN 1 ACRE: A SITE PLANS MUST BE PROVIDED AND DRAWN TO SCALE.
3. DO NOT DO ANY ROUGH GRADING OR CONSTRUCTION (INCLUDING WELL).
4. MAKE SURE THE LOT IS CLEARED OF UNDERGROWTH (BRIAR, KUDZU, ETC.) ENOUGH TO ENSURE WE CAN WALK THE PROPERTY AS NEEDED.
5. MARK EACH CORNER OF THE PROPOSED STRUCTURE, INCLUDING ANY PORCHES, DECKS OR SWIMMING POOLS BY USING AT LEAST THREE (3) FOOT HIGH STAKES THAT ARE TOPPED WITH A BRIGHT COLOR OR FLAGGING. WRITE ON THE STAKE WITH PERMANENT MARKER WHAT EACH STAKE REPRESENTS. IF YOU KNOW WHERE THE PLUMBING WILL EXIT THE BUILDING, ALSO MARK THAT LOCATION. IF YOU HAVE A WELL OR KNOW THE PROPOSED LOCATION OF THE WELL MARK ITS LOCATION.
6. WE CAN NOT ISSUE A PERMIT WITHOUT KNOWING THE LOCATION OF THE PROPERTY LINES. IF THE PROPERTY IS LESS THAN FIVE ACRES EACH PROPERTY PIN MUST BE VISIBLE AND FLAGGED. IF THE PROPERTY IS LARGER MAKE SURE THE CLOSEST PROPERTY LINE TO THE PROPOSED STRUCTURE IS MARKED.
7. THE YELLOW SITE LOCATION CARD THAT YOU ARE GIVEN TO POST LET US KNOW WE'RE AT THE CORRECT LOCATION. SECURE THE CARD ON A BACKBOARD TO A POST OR A TREE NEXT TO THE ROAD IN FRONT OF THE PROPERTY. PLACE THE CARD IN A CLEAR ZIPLOCK BAG SO IT WILL STAY DRY AND NOT BLOW AWAY. IF THE BUILDING SITE IS NOT VISIBLE FROM THE ROAD GIVE CLEAR DIRECTIONS ON THE APPLICATION SO THAT WE ARE ABLE TO LOCATE IT. IF IT IS A VERY LARGE TRACT OF LAND YOU CAN USE FLAGGING TAPE TO DIRECT US TO THAT AREA.
8. FAILURE TO FOLLOW THE INSTRUCTIONS PROVIDED WILL RESULT IN DELAYS IN PROCESSING YOUR APPLICATION.

PLEASE NOTE:

*****YOUR PERMIT WILL BE MAILED TO YOU WHEN ISSUED. *****
YOU MAY PICK UP THE INSTALLERS PERMIT AT THE PERMIT OFFICE

EXAMPLE:

