

DEAR APPLICANT PLEASE READ CAREFULLY

AS OF DECEMBER 8, 2016 the requirements to submit an application for a site evaluation for septic system have changed

This evaluation is required to be done in accordance with the laws and rules governing wastewater systems in North Carolina General Statute 130A-333 including related statutes and Title 15A, Subchapter 18A, of the North Carolina Administrative Code, Rule. 1900 and related rules.

In order for the Cabarrus Health Alliance to evaluate your site you **MUST** submit a completed application, accompanied by an acceptable site plan of your property (see example below). Upon submission of a completed application and site plan, site evaluations will be scheduled to be done. **Applications for permits require the “signature of the owner or owner’s legal representative” (15A NCAC 18A .1937).** If the owner does not sign the application himself or herself, they can submit any one of the following documents to designate their legal representative:

1. Power of Attorney
2. Real Estate Contract
3. Estate executor
4. Bankruptcy trustee
5. Court ordered guardianship

In the absence of the above documentation, the property owner may provide the local health department with documentation that designates a legal representative. A property owner may:

1. Complete the local health department form provided to document his or her legal representative, or
2. Provide his or her own form that contains the information in this form.

If there are multiple property owners, then all property owners must sign the form that designates a legal representative.

WE WILL REQUIRE: A copy of an accurate site plan (preferably to scale) that shows ALL proposed improvements to you’re the land

. This includes:

- _ Existing and proposed property lines with dimensions
- _ Location of existing and proposed structures showing setbacks, wells, driveways, excavations, etc.
- _ Location of surface waters.
- _ **Your preferred site for the septic system and well.**

In order to do the evaluation we will require that property lines and property corners are clearly marked and that the site is accessible for a full evaluation. If we are unable to verify property line locations, it will be necessary for the property to be surveyed before a determination can be made.

When vegetation is too thick to permit movement through the site or observation of the topography, the area will need to be “bush-hogged” or thinned out.

The Environmental Health Specialist cannot conduct the site evaluation if upon arrival at the property the above requirements are not met.

If there are any questions concerning this information please call 704-920-1207.

Explanation of IP and AC:

When applying for a lot to be evaluated for a septic tank, you will have two options. On the application they will be listed as IP (Improvement Permit) and AC (Authorization to Construct)

Improvement Permit (IP): The EHS will evaluate your proposed site to determine whether it is suitable for the installation of a septic system. If you request a perpetual (non-expiring) permit on the application, you are responsible for providing a *plat* to this office within 30 days of the completion of the site evaluation. Article 11 of North Carolina Statue 130A-334 (7a) defines a plat as: “...a property survey prepared by a registered land surveyor, drawn to a scale of one inch equals no more than 60 feet that includes: the specific location of the proposed facility and appurtenances, the site for the proposed wastewater system, and the location of water supplies and surface waters. This permit is valid indefinitely as long as the condition of the lot does not change (no grading, etc.) if the lot has been recorded. If the property must be deeded after the evaluation then your site plan submitted with the application could be used to issue and Improvement Permit that is valid for five years as long as the site plan is not required to be changed based on the evaluation that was done and. It **CANNOT** be used to install a septic system; it is for purposes of information **ONLY**. If you later decide to install the septic system, you must obtain an Authorization to Construct.

Authorization to Construct (AC): The EHS will evaluate the soil on your property, or property that you are considering purchasing, determine whether it is suitable for the installation of a septic system, design a system for your proposed structure, and draw a permit which may be used by your septic contractor to install the septic system. The AC is valid for five years, as long as the condition of the lot does not change (no grading, etc.)

Well Permit: If you are building on a lot which will require drilling a well, you **MUST** apply for the well permit separately after it has been determined that the property can support a wastewater disposal system.

CONTACT INFORMATION FOR THE CABARRUS HEALTH ALLIANCE ENVIRONMENTAL HEALTH SECTION:

Cabarrus Health Alliance
300 Mooresville Road
Kannapolis N.C. 28081
Office 704-920-1207 Fax 704-933-3379

SITE PLAN WORKSHEET

Incomplete site plans will be returned to you for completion. Remember: The evaluation will not be scheduled until we have received a completed application, site plan, and all proposed items are marked on the property. Submit a site plan on a copy of the surveyed and/or recorded plat.

Site plan needs to show:

- The dimensions of the property.
- The proposed location of all existing and proposed structures (e.g.: facility, wells, water lines, outbuildings, workshops, garages, pools). Show the distances from the road and the side property line to all structures. Indicate 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 preferred septic system area.
- The preferred driveway location and any parking area.
- The proposed well location.
- A north arrow or other sufficient directional indicator.
- The location of any existing septic tank systems and wells on your property and on the adjoining property within 100' of your property line.
- The location of any easements or rights of way on the property.
- The location of any designated wetlands on the property.
- The water line location if the water source is public water.

EXAMPLE OF A PROPERLY PREPARED SITE PLAN:

