



Telephone: (910) 592-4675 Fax: (910) 592-2874
405 County Complex Rd, Suite 120 Clinton, NC 28328

Improvement Permit and/or Construction Authorization Application

☐ Improvement Permit (To find if land will pass)

☐ Authorization to Construct (Install or Repair)

APPLICANT INFORMATION:

Applicant Name	Address	Phone Number
Owner Name	Address	Phone Number

Applicant Email Address: _____

PROPERTY INFORMATION:

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

Property Address	Subdivision Name	Lot#
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Directions to Site: _____

Date Parcel Originally Deeded and Recorded: _____

DEVELOPMENT INFORMATION

- ☐ New Single Family Residence
- ☐ Expansion of Existing System
- ☐ Repair to Malfunctioning Sewage Disposal System
- ☐ System Relocation
- ☐ Change of Use

Residential Specifications

Maximum number of bedrooms/occupants: ____/____ Basement? ☐ Yes ☐ No
If expansion: Current number of bedrooms: ____ Crawl Space? ☐ Yes ☐ No
Is a grinder pump proposed Slab Foundation? ☐ Yes ☐ No
before the septic tank? ☐ 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.

- | | | |
|------------------------------|-----------------------------|---|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Does the site contain any jurisdictional wetlands? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Does the site contain any existing wastewater systems? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Is any wastewater going to be generated on the site other than domestic sewage? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Is the site subject to approval by any other public agency? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Are there any easements or right of ways on this property? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Has 811 been contacted and identified any underground utilities on the property? Ticket Reference #: _____ visit by date: _____ |

*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. **I understand that if the information in the application is falsified, changed, or the site is altered, then the Improvement Permit and/or Construction Authorization shall be invalid. I understand that the permit is valid for either 60 months or without expiration depending upon documentation submitted. (complete site plan = 60 months; complete plat = without expiration.***

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.**
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USE THIS SPACE TO DRAW YOUR SITE PLAN:

Sampson County Environmental Health Site Plan Instructions

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

Example Drawing

