

**ON-SITE WASTEWATER SYSTEM APPLICATION**

**IMPROVEMENT PERMIT**

**Pamlico County Health Department**  
**Division Environmental Health**  
**PO Box 306**  
**Bayboro, NC 28515**  
**252-745-5634 Fax: 252-745-3096**

- New/Renewal
- Flow Addition
- Redesign
- Existing
- Repair

Map # \_\_\_\_\_  
 Application Date: \_\_\_\_\_  
 Fee: \_\_\_\_\_  
 Receipt #: \_\_\_\_\_

**Applicant** \_\_\_\_\_ Home Phone \_\_\_\_\_  
 Current Address \_\_\_\_\_ Work Phone \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_ Fax \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

**Owner** \_\_\_\_\_ Home Phone \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ Work Phone \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_

**Subdivision** \_\_\_\_\_ Lot \_\_\_\_\_ Parcel Size (acres) \_\_\_\_\_  
**Residence:** (check one) House \_\_\_\_\_ Manufactured Home \_\_\_\_\_ Other (describe) \_\_\_\_\_  
 Number of Bedrooms \_\_\_\_\_ Number of Occupants \_\_\_\_\_

**A SITE PLAN MUST BE SUBMITTED WITH THE APPLICATION.** It must show 1. Proposed Facility, 2. Desired Wastewater System Site, 3. Utilities (water & electric), 4. Any surface waters, marsh, etc. **\*All permits are permitted for 5 years except existing and repairs which are permitted for 1 year. (AERIAL PHOTOGRAPHS NOT ACCEPTABLE)**

**Emergency 911 Address:** (For the lot to be evaluated) \_\_\_\_\_

**Specific Directions to property required for site evaluation:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Water Supply: \_\_\_\_\_ county \_\_\_\_\_ private well (permit required)

**Please check the following questions regarding the property to be evaluated:**

- | YES                      | NO                       |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Will water other than sewage be generated? (Environmental Health)                                |
| <input type="checkbox"/> | <input type="checkbox"/> | Is property in a sewer district? (waiver may be necessary)                                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the site subject to approval by other agencies? (CAMA, DWQ, Etc.)                             |
| <input type="checkbox"/> | <input type="checkbox"/> | Are there designated wetlands? (Army Corps of Engineers)   |
| <input type="checkbox"/> | <input type="checkbox"/> | Are there any existing wastewater systems?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Are there any easements or rights of ways?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Are there any wells, springs, ponds, or creeks? (Owner <b>MUST</b> locate any well within 100ft) |

**If you answered Yes to any of these questions, please show their location on the plat or site plan.**

**AREA MUST BE ACCESSIBLE, PROPERTY IDENTIFIED (IE. LOT NUMBER OR 911 ADDRESS NUMBER AT ROAD FRONT), AND MARKED WITH IDENTIFIABLE CORNERS IN ORDER TO PERFORM THE EVALUATION OR THE APPLICATION WILL NOT BE PROCESSED. A REVISIT FEE OF \$50.00 WILL INCURRED IF THE LOT IS NOT READY FOR EVALUATION. \_\_\_\_\_ initial/date**

**If your property is not marked and ready at the time the application is submitted, your application will go in a waiting file until YOU CALL and say that your lot is ready for evaluation. (\_\_\_\_\_ initial/date)**

The undersigned person hereby agrees that he/she has read this application. It is understood that any permits issued hereafter are subject to suspension or revocation if the site plan or the intended use of property changes or if information submitted in this application is falsified or changed. By signing the application, the property owner authorizes Pamlico County Health Department personnel to go onto said property to perform the lot inspection.

\*\*Incomplete applications will not be processed.

**Applicant \_\_\_\_\_ Witness \_\_\_\_\_**  
**No. of Attachments \_\_\_\_\_ Note: You *must* pay for an Authorization to Construct *before* a septic system can be installed**

**If you do not have a survey with a site plan, in the space below please draw a site plan showing the proposed home site, driveway, location of surface waters, and water line/well.**



