



EXISTING SYSTEM AUTHORIZATION

Please initial beside each item to affirm understanding and completion of task.

Site made accessible.

This means clearing of foliage and obstacles from within the septic area and from an additional 25' beyond its perimeter *before* MCPH evaluation. MCPH should be able to see the entire ground surface and walk unimpeded.

Application form complete.

All fields on the application are required. Any blanks will result in your application being returned as incomplete. Accompanying forms must also be completed, where applicable.

Site Plan form complete.

Does not need to be to scale, but must be legible and contain the required information as listed on site plan form. A surveyed plat may also be used.

Property Lines marked.

You are responsible for having your property lines identified and marked on site *before* MCPH evaluation. Lines should be marked, at a minimum, every 25'.

Site Modifications marked

Where applicable, you are responsible for marking on site the location of the modifications requiring approval. This includes additions to the home, boundaries of new footprint, RVs or ADUs on site, etc..

In order for Macon County Public Health to process your application, the preceding must be completed.
Failure to complete these will result in an incomplete application status or an application denial.
By signing, you are confirming completion of these tasks. Misrepresentation may result in denial of service.

Signature of Applicant

Date

EH OFFICE ONLY
Reviewed By: _____



EXISTING SYSTEM AUTHORIZATION

Addition to Structure
 Site Modification
 Reconnect (same footprint)
 Reconnect (new footprint)
 RV

OWNER INFORMATION				
NAME				PHONE
STREET	CITY	STATE	ZIP	EMAIL
PROPERTY INFORMATION				
STREET	CITY	STATE	ZIP	PID
SUBDIVISION			LOT#	ACREAGE
DIRECTIONS				
YEAR SEPTIC INSTALLED			PERMIT NAME	
EXISTING DWELLING DIMENSIONS			EXISTING # BEDROOMS	

CONSTRUCTION DETAIL				
PROPOSED CONSTRUCTION				
NEW CONSTRUCTION DIMENSIONS			BEDROOMS TO ADD	TOTAL BEDROOMS
COMMERCIAL	SEATS TO ADD	# OF EMPLOYEES	EFFLUENT STRENGTH	

The applicant is responsible for providing the location of the property lines and site modifications. When the existing wastewater system cannot be located, the applicant is responsible for locating the existing wastewater system and providing that information to MCPH. The applicant is responsible for the accuracy of the information provided and for ensuring that all setback requirements in Rule .0600 of Subchapter E of Chapter 18 of Title 15A of the North Carolina Administrative Code are met. The applicant may also submit a sworn affidavit to the Department of Planning, Permitting, and Development in lieu of an inspection by MCPH, where no increase of design flow, effluent strength, or footprint takes place. If there is an increase to design flow or wastewater strength, or is the existing facility changes footprint, a new construction authorization must be obtained before a building permit can be issued.

_____ Signature of Applicant

_____ Date

EH OFFICE USE ONLY	SEP	WEL	DATE RCVD	RCVD BY	FEE PAID



AUTHORIZATION TO ACT AS LAWFUL REPRESENTATIVE

Applications for permits require the signature of the applicant and owner (15A NCAC 18E .0201(h)(9)). If the owner does not sign the application themselves, they may submit any one of the following documents to designate their lawful representative:

1. Power of Attorney
2. Estate executor
3. Bankruptcy trustee
4. Court-ordered guardianship
5. Offer to Purchase Agreement Form 2-T/12-T (this option limits applicant to IP only)

In the absence of the above documentation, the property owner shall sign this form to designate a lawful representative to act on their behalf. If there are multiple property owners, then all property owners must sign this form.

By signing this form designating a lawful representative for purposes of 15A NCAC 18E .0200, the property owner authorizes the lawful representative to act on their behalf in matters pertaining to the application and permitting process, including signing or receiving any application, document or permit. This authorization further allows the representative to make decisions on behalf of the owner pertaining to modifications of permits in the field. The owner retains full responsibility to meet all permit conditions specified by Macon County Environmental Health.

Owner Name: _____

Property Address: _____

PIN: _____

Representative Name: _____

I agree to abide by all decisions and/or conditions between the lawful representative acting on my behalf and Macon County Environmental Health, including but not limited to those decisions made in the field.

Signature of Owner(s)

Date

EH OFFICE ONLY
Reviewed By: _____



SITE PLAN

Does not need to be drawn to exact scale but should be legible and drawn clearly.

Sketch **must** include:

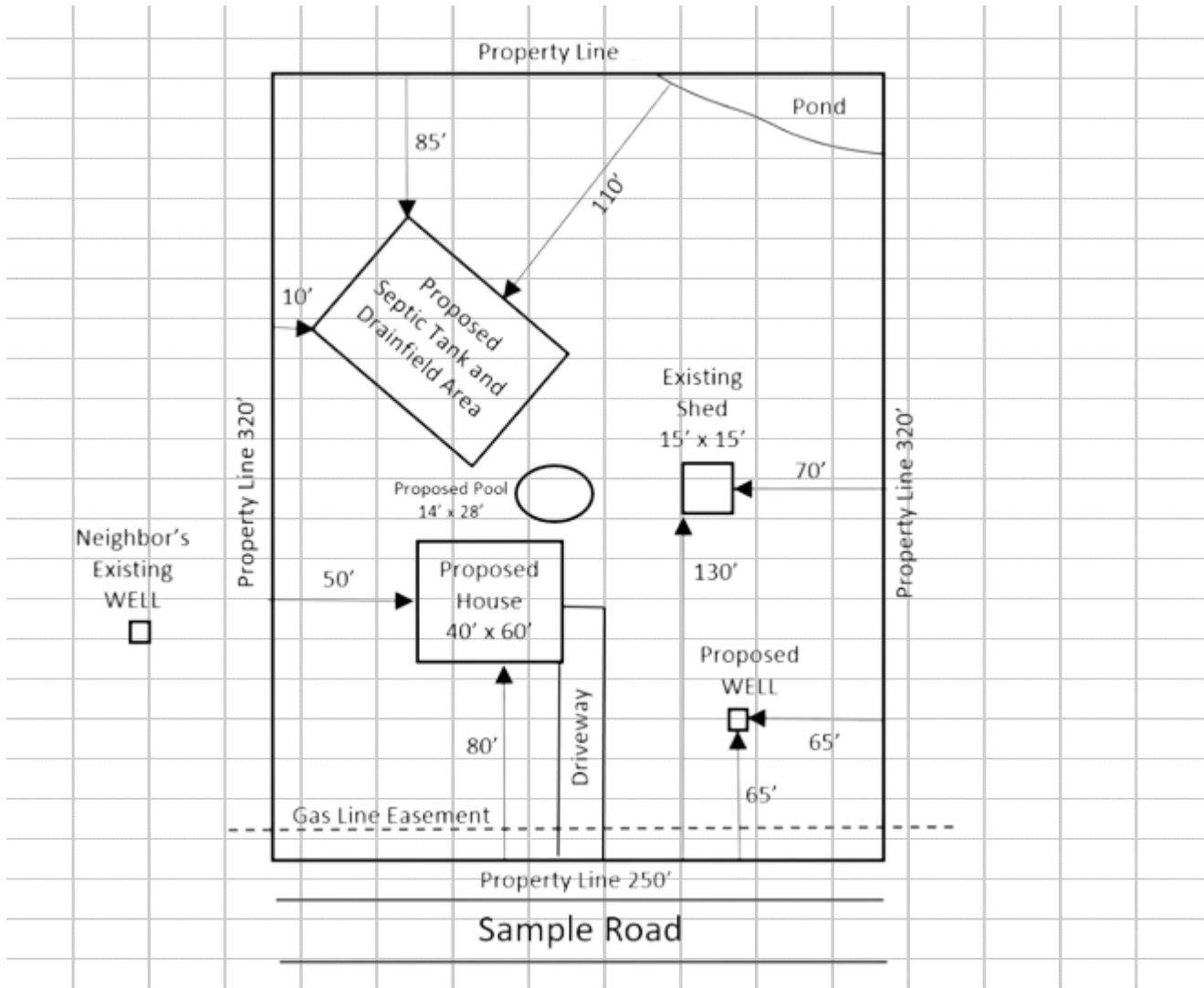
- Dimensions of lot
- Dimensions of House/Primary building site and location relative to property lines;
- Septic tank and drain field area;
- Wells, including those on adjacent properties;
- Underground utility lines, existing drainage pipes, and/or easements;
- Driveways, parking areas, or other vehicular traffic or traffic bearing structures;
- Porches, decks, pools, garages, carports, out-buildings, and other permanent structures and their dimensions, and
- Areas of grading or other soil disturbance, changes in drainage patterns, or changes in surface or topographical features on the site.

Please note that any deviations to site plan, such as grading, soil disturbances, or site alterations to topography, could negatively impact the wastewater system or lead to permit revocation.

EH OFFICE ONLY
Reviewed By: _____



EXAMPLE SITE PLAN



Does not need to be drawn to exact scale but should be legible and drawn clearly.

Sketch **must** include:

- Dimensions of lot
- Dimensions of House/Primary building site and location relative to property lines;
- Septic tank and drain field area;
- Wells, including those on adjacent properties;
- Underground utility lines, existing drainage pipes, and/or easements;
- Driveways, parking areas, or other vehicular traffic or traffic bearing structures;
- Porches, decks, pools, garages, carports, out-buildings, and other permanent structures and their dimensions, and
- Areas of grading or other soil disturbance, changes in drainage patterns, or changes in surface or topographical features on the site.

Please note that any deviations to site plan, such as grading, soil disturbances, or site alterations to topography, could negatively impact the wastewater system or lead to permit revocation.