

# IMPROVEMENT PERMIT AND/OR CONSTRUCTION AUTHORIZATION APPLICATION

Improvement Permit

Construction Authorization

Applicant: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone #: \_\_\_\_\_  
Email: \_\_\_\_\_

Owner: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone #: \_\_\_\_\_  
Email: \_\_\_\_\_

PIN/Lot Identifier: \_\_\_\_\_ Property Acreage: \_\_\_\_\_  
Date Parcel Originally Deeded and Recorded: \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Subdivision (if applicable) \_\_\_\_\_ Lot #: \_\_\_\_\_ Block: \_\_\_\_\_ Section: \_\_\_\_\_

Directions to property: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Wastewater System Request:  New  Expansion  System Relocation  Change of Use  Repair

Please describe your project: \_\_\_\_\_

Facility Type (House, Restaurant, Office, etc.): \_\_\_\_\_

Number of bedrooms: \_\_\_\_\_ Number of Occupants: \_\_\_\_\_ Other: \_\_\_\_\_

Number of seats: \_\_\_\_\_ Number of Employees: \_\_\_\_\_ Other: \_\_\_\_\_

Basement?  Yes  No Basement Fixtures?  Yes  No

Crawl Space?  Yes  No Slab Foundation?  Yes  No

Is a grinder pump proposed before the septic tank?  Yes  No

Type of Water Supply:  Private well  Public well  Shared well  Municipal Supply  Spring  Other: \_\_\_\_\_

Are there any existing wells, springs, or existing waterlines on this property?  Yes  No

If applying for a Construction Authorization, please indicate desired system type(s):

Accepted  Conventional  Innovative  Other \_\_\_\_\_  Any

If the answer to any of the following questions 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	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?

I acknowledge that pursuant to 15A NCAC 18E .0202 (c) – that the application for the IP, CA, or existing system authorization will expire after 12 months with no action by the applicant. There will be no refunds for applications which expire.

*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 signature (required)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's signature (required)

\_\_\_\_\_  
Date

**\*Must provide documentation to support claim as owner's legal representative.**

## SITE PLAN

Please include on this site plan:

- dimensions of the property;
- existing and proposed facilities, structures, appurtenances, and wastewater systems;
- proposed wastewater system showing setbacks to property line(s) or other fixed reference point(s);
- existing and proposed vehicular traffic areas;
- existing and proposed water supplies, wells, springs, and water lines; and
- surface water, drainage features, and all existing and proposed artificial drainage, as applicable;

