



Application Number: _____

Operation Permit/NOI Number: _____

EXISTING SYSTEM APPROVAL APPLICATION

Applicant: _____
Mailing Address: _____
City: _____
State: _____ Zip: _____
Phone #: _____
Email: _____

Owner: _____
Mailing Address: _____
City: _____
State: _____ Zip: _____
Phone #: _____
Email: _____

Requesting:

- Reconnection to existing septic system when the proposed facility is in same footprint as existing/previous facility
Reconnection when the proposed facility is not in same footprint as existing/previous facility
Site modification (e.g., storage building, swimming pool, etc.)
Expansion to footprint of existing facility (e.g., deck, family room, etc.)
Other Describe: _____

Existing Facility Type: [] House/Modular [] Mobile/Manufactured Home [] Business [] Other: _____

Proposed Facility Type: [] House/Modular [] Mobile/Manufactured Home [] Business [] Other: _____

Residences:

Proposed # of bedrooms: _____ Proposed # of Occupants: _____ Other: _____

Businesses (please discuss with local health department prior to completing):

of seats: _____ # of Employees: _____ Other: _____

Are you requesting any changes to wastewater design flow or wastewater strength? [] Yes [] No

Year wastewater system was installed, if known: _____

Name(s) that original permit could have been issued to, if known: _____

PIN/Lot Identifier: _____ Property Acreage: _____

Property Address: _____

Directions to Site: _____

Site plan or plat showing the locations of the existing and proposed facilities, existing wastewater systems and repair areas, existing and proposed water supplies, easements, rights-of-way, encroachments, artificial drainage, and all appurtenances is attached:

[] Yes [] No

IF THE INFORMATION IN THE APPLICATION FOR AN EXISITING SYSTEM AUTHORIZATION (ESA) IS FALSIFIED, CHANGED, OR THE SITE IS ALTERED, THEN THE ESA SHALL BECOME INVALID.

I have read this application and certify that the information provided herein is true, complete, and correct. Authorized county and state officials are granted the 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. I understand that if the information in the application is falsified, changed, or the site is altered, then the Existing System Approval shall be invalid.

Property owner's signature (required)

Date

Applicant's signature (required)

Date

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



Martin-Tyrrell-Washington

DISTRICT HEALTH

Nicole C. Barnes, MPH, Health Director



Public Health
Prevent. Promote. Protect.

252.793.3023 (p) • 252.791.3108 (f) • mtwdistricthealth.org

Environmental Health Wastewater Permit Fees

___New Single-Family Residence (\$325)

___Existing Septic System Inspection (\$65)

___Repair to Malfunctioning Sewage Disposal System (No Fee)

___Non-Residential Type of Structure (\$325)

___Reissue Wastewater Permit (\$50)

___Wastewater System Expansion (\$100) Current number of bedrooms ____.

___Type IV/V Operation Permit (\$150/\$200)

___Engineered Option Permit Review (\$75)

Office Use Only Below This Line

Amount Paid: _____

Check Number: _____

Cash: _____

Credit Card: _____

Receipt Number: _____

Clerk Signature: _____ Date: _____

Martin County
210 W. Liberty St.
Williamston, NC 27892
252.793.1619

Tyrrell County
408 Bridge St.
Columbia, NC 27925
252.793.1750

Washington County
198 Hwy. 45 North
Plymouth, NC 27962
252.793.3023

DOCUMENTATION TO AUTHORIZE AN OWNER'S LEGAL REPRESENTATIVE

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 this form 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.

By signing a form that designates a legal representative for purposes of 15A NCAC 18A .1937, the property owner authorizes that representative to act on their behalf in matters pertaining to the application and permitting process, including signing or receiving any application, document or permit. The owner retains full responsibility to meet all permit conditions specified by the local health department.

I, _____, am the legal owner(s) of the property located at _____, identified as PIN (Parcel Identification Number) _____, located in _____ County, North Carolina.

I do hereby authorize (print legal representative/company name) _____, _____, to act as an agent on my behalf in applying for/signing/obtaining any of the documents described below.

- Application for Improvement Permit (IP) / Authorization to Construct (AC)
- Improvement Permit (IP) / Authorization to Construct (AC)
- Application for soil-site evaluation (new/repair)
- Application/permit for private drinking water well/well abandonment
- Application for Compliance Inspection

I agree to abide by all decisions and/or conditions between the legal representative acting on my behalf and the _____ County Department of Public Health, Environmental Health Division.

Signature of Owner(s)

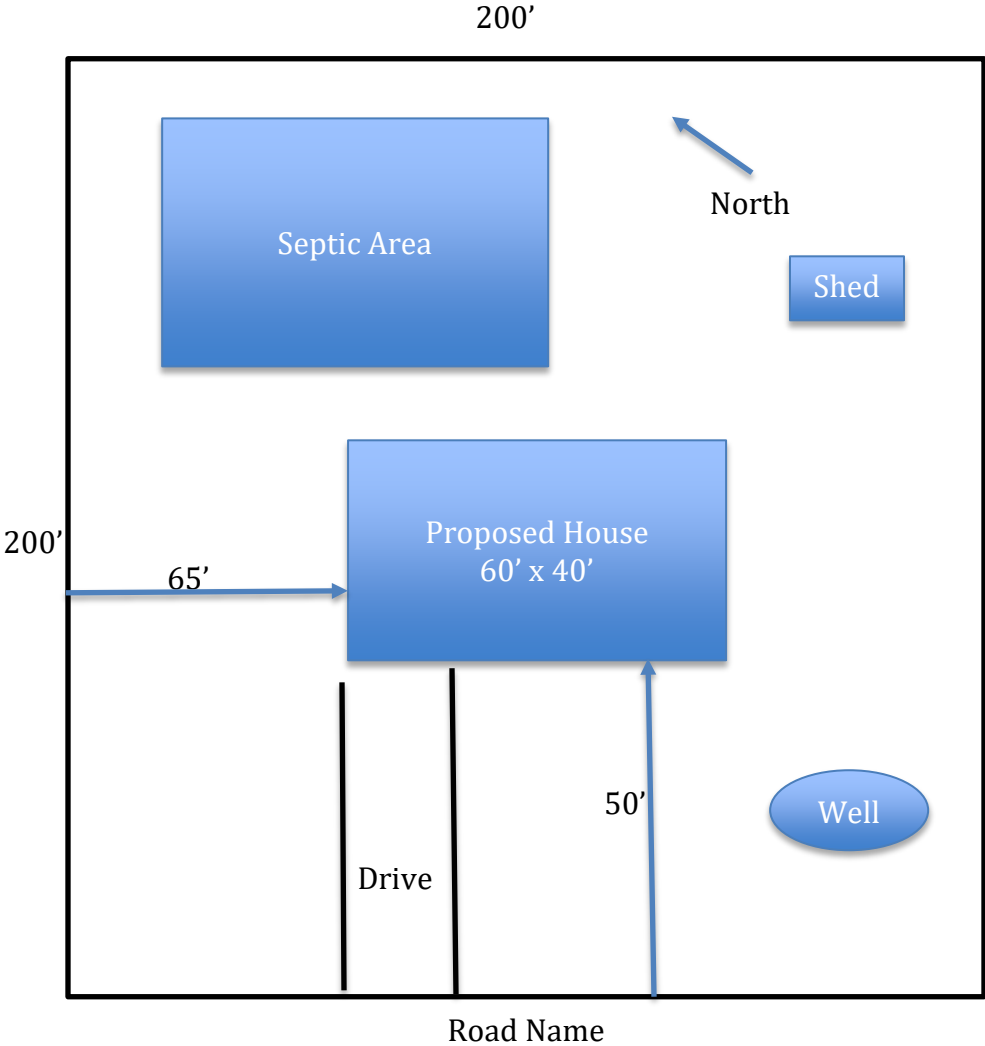
Date

Signature of Witness

Date

Example Site Plan

This is an example site plan to guide you in drawing your site plan.
Please refer to the Site Plan Worksheet item list.





SITE PLAN

Please include on this site plan:

- locations of the existing and proposed facilities;
- existing wastewater systems and repair areas;
- existing and proposed water supplies; and
- easements, rights-of-way, encroachments, artificial drainage, and all appurtenances.

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