

To complete this application you will need:

- **A map of the property to be evaluated**

This map can be obtained from Land Records Office, down the hall from this office, 2nd door down on right.

- **10 digit parcel number for the property**

This number can be obtained from Land Records Office, down the hall from this office, 2nd door down on right.

- **A proposed site plan for the property**

- You can use the attached site plan worksheet or submit your own
- See sample site plan on last page of application
- Please follow the instructions on the site plan worksheet
- It is important that you be specific about locations of structures, driveways, wells, etc. or we cannot properly evaluate your site

All checks can be made Payable to: Beaufort County Health Department



Beaufort County Health Department
 Environmental Health Section
 220 North Market Street
 Washington, NC 27889
 (252) 946-6048

FOR OFFICE USE ONLY	
Received	_____
Receipt #:	_____
Called	_____
File #	_____

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: _____

Parcel Number (GPIN): _____ Property Acreage: _____ Property Address: _____

Directions to Site: _____

Type of water supply on the property: Public Water Existing Well

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 EXISTING 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. **I also understand that if the LHD cannot adequately locate the existing system on the site, I may be required to have a third party locate the septic lines at my expense in order to receive approval.**

****Check Box if you would like permit/correspondence emailed to you.****

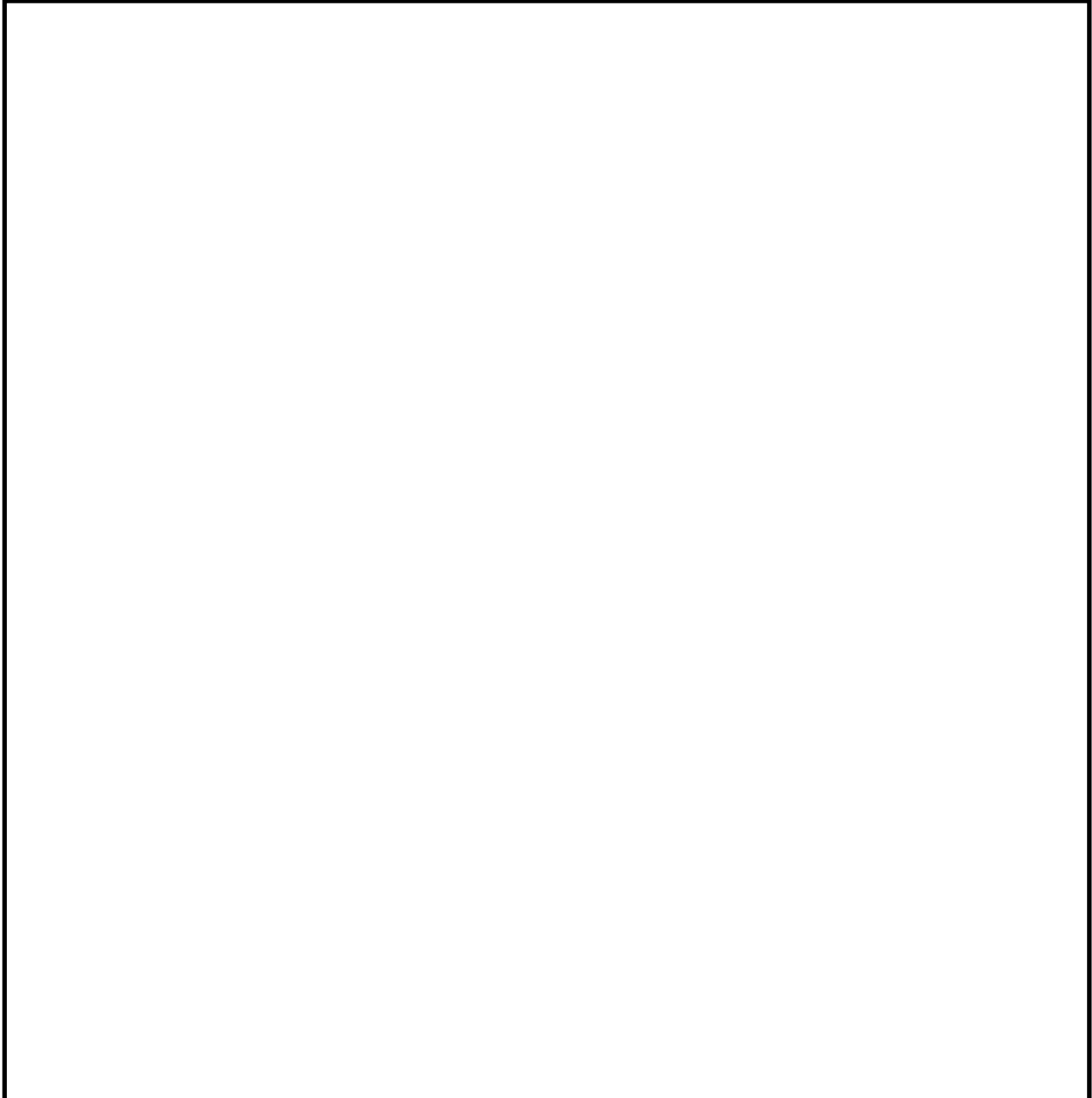
 Property owner's signature (required) Date Applicant's signature (required) Date

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

SITE PLAN

Please include on this site plan:

- 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.



Preparing your Site for Evaluation:

- A portion of the septic tank must be uncovered (1'x1' minimum)
- A yellow flag must be placed at the septic tank and another at the driveway or road frontage to aid in locating the site.
- **If we cannot adequately locate the existing wastewater system components on the site to assure setbacks are met for the proposed construction, you may be required to have a third party locate the septic lines at your expense in order to receive approval from the health department. We will do our best to avoid this but in some cases it is necessary.**

Once you have properly prepared the site for evaluation:

- ***Contact Environmental Health at (252)946-6048***
- ***If you do not call back, your site will not be scheduled for inspection***
- ***Failure to prepare property may result in additional fees***