



MADISON COUNTY HEALTH DEPARTMENT

ENVIRONMENTAL HEALTH

493 Medical Park Drive Marshall, NC 28753

T: 828-649-9598 F: 828-649-9370

envhealth@madisoncountync.gov

SEPTIC APPLICATION

For office use only <input type="checkbox"/> Pits are ready <input type="checkbox"/> Call when ready CDP# _____
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- \$380.00 Construction Authorization Permit (Individual) up to 4 bedrooms
 \$200.00 Improvement Permit
 \$50.00 Re-Visit Fees

Office use only: Payment: Cash: <input type="checkbox"/> Check: <input type="checkbox"/> CC: <input type="checkbox"/> Date _____			
Applicant Name:		PIN #:	
Current Mailing Address:		Septic Contractor:	
Home Phone:	Work Phone:	Cell:	Property Owner's Phone:
Property Owner's Name:		Mailing Address:	
Property Location/Address:		(Subdivision/Gate Code/Lot Number)	
Directions to Site: _____			

This section is pertaining to the proposed dwelling:	Property Acreage # of Residents # of Bedrooms # of Bathrooms _____	Is property subject to easements or right-of-ways? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> House <input type="checkbox"/> Modular <input type="checkbox"/> Double-Wide <input type="checkbox"/> Single-Wide <input type="checkbox"/> Other: _____ (specify)		
	Will there be any wastewater generated other than domestic sewage? <input type="checkbox"/> Yes <input type="checkbox"/> No	Water: <input type="checkbox"/> Existing Well <input type="checkbox"/> New (non-existing) Well <input type="checkbox"/> Spring <input type="checkbox"/> Community/City	
	Is Site subject to approval by any other public agency? <input type="checkbox"/> Yes <input type="checkbox"/> No	Any Existing Wastewater System on Property: <input type="checkbox"/> Yes <input type="checkbox"/> No	Basement: <input type="checkbox"/> Yes <input type="checkbox"/> No
	Garbage Disposal: <input type="checkbox"/> Yes <input type="checkbox"/> No Wetlands: <input type="checkbox"/> Yes <input type="checkbox"/> No	Has there been any grading, removal, or addition of soil on this property before? <input type="checkbox"/> Yes <input type="checkbox"/> No	Basement Fixtures: <input type="checkbox"/> Yes <input type="checkbox"/> No

The issuance of a Septic Construction Authorization Permit by the Health Department in no way guarantees the issuance of other permits. The Permit is subject to compliance with the provisions of the Laws and Rules for Sewage Treatment and Disposal for Madison County and North Carolina and to the conditions contained within the permit.
 The Permit is subject to revocation if the site plan or intended use changes.
 A new Septic Construction Authorization Permit application MUST be submitted when there is a change to the dwelling or a change in ownership of the site.
 The fee is NON-REFUNDABLE once the property is visited by an Environmental Health Specialist or 1 year after the date of application (**Application date is the date payment is received**).
 An Improvement Permit is valid for 60 months unless a 1:60 scale site plan and a recorded survey plat is provided. A Construction Authorization is valid for a period equal to the period of validity of the Improvement Permit, not to exceed 60 months.

I certify that the information I have provided above is true and correct and further I give permission to access the property for the purposes of this permit application.

Owner Signature: _____ **Date:** _____

MADISON COUNTY HEALTH DEPARTMENT
Instructions for Applicant

In order to make the best use of your time and to assist the staff in completing applications quickly we ask that the items provided below be completed prior to the scheduled visit. We appreciate your cooperation.

1. ____ I have completed the “Application for Improvement Permit/Construction Authorization” including the site plan.

2. ____ I have provided a scaled map of the property (tax map) or a survey plat.

Please pick up a Property Improvement Check List from the Tax Department located at the Courthouse Annex, 5707 US Highway 25/70 Unit E, Marshall, NC 28753 and. This must be included with all applications.

3. ____ I have marked and labeled all property corners and boundaries, as well as located property pins.

4. ____ I have located and labeled all wells, springs, or surface water on the property or within 50’ of the property boundaries and notified the health department of any previously identified wetlands.

All property corners, lines/boundaries must be clearly marked or otherwise identified. It is recommended that visible flagging be used every 50 feet where property lines are within 100’ of the proposed building site.

5. ____ I have staked and labeled the proposed house site (all 4 corners) in the exact location on the site.

All proposed structures, including decks, porches, garages, etc. must be staked out on the site with stakes or flags. The Environmental Health Specialist must be able to identify these proposed structures before site evaluation can be performed.

6. ____ I have staked off the location of the driveway.

7. ____ I have cleared the area of undergrowth.

Undergrowth needs to be cleared to the point that the property is accessible. The Environmental Health Specialist must have clear visibility for at least 100 feet from any one location in order to take accurate measurements and design the system along contours.

8. ____ I have had backhoe pits dug or have plans in place to have them dug.
Once this is done please call to inform us that the land is ready for inspection.

Backhoe pits are required for each septic site. They should be 4 feet deep, 4 feet long and 3-4 feet wide (one bucket). If the site requires hand-dug pits, they should be two feet wide, two feet long and four feet deep. Please include a step or slope to enable access to the pit. Two should be located where the initial system will be, one at each end of the drain field, approximately 50 feet apart, contoured with the land. The third should be in the proposed repair area.

Items 1-8 must be completed or the evaluation cannot be conducted

A re-visit fee of \$50.00 will be assessed if site visit is made and items are not completed

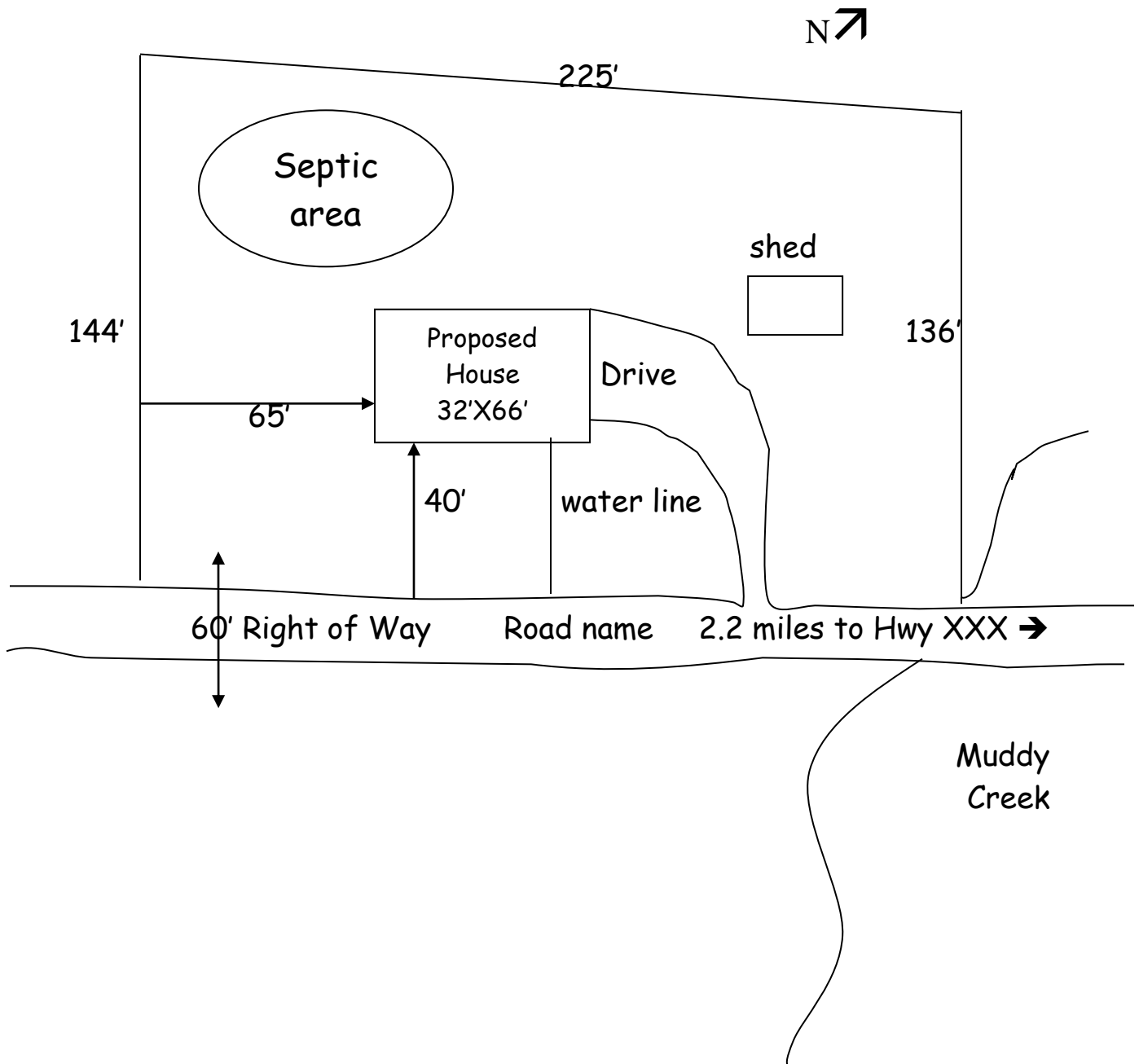
SITE PLAN WORKSHEET

Your property will not be scheduled for an evaluation until we have received a completed application, site plan, and all proposed items are marked on the property.

YOU MAY USE THIS SPACE TO DRAW YOUR SITE PLAN OR YOU MAY ATTACH A SEPARATE PAGE: SEE NEXT PAGE FOR EXAMPLE

Example Site Plan

This example was prepared to assist you in drawing your own site plan. Without your site plan we cannot perform the site evaluation. If you have any questions, please call us at (828) 649-9598.



Information about Pits

Why do I need pits?

- Pits provide a more accurate reading of the soil and its ability to treat sewage.
- The requirement for pits was set by the Board of Health and approved by the county commissioners in early 2005. Since then, turnaround time for septic permits has been significantly decreased, as less time is needed to evaluate the soil.
- NC law requires backhoe pits for any soil containing saprolite, which occurs in approximately 50-75% of soil evaluations. Having pits initially eliminates the need for revisits every time saprolite is found, also speeding up the process.

How do I dig pits?

- Pits can be dug with a backhoe or trackhoe. These can be dug by the property owner, the septic contractor or any trackhoe operator. They need to be 4' deep, 4' long, and 2-4' wide, depending on the width of the bucket. Dig them with the contour of the land and don't forget to make a step for easy entrance and exit.
- If necessary, pits can be hand-dug with a shovel, or post-hole diggers. They need to be 4' deep by 2' square.

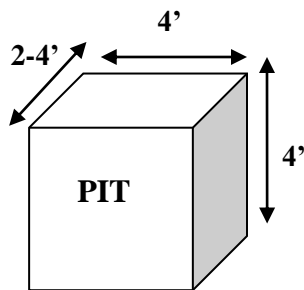
Where do I dig pits?

- For a proper soil evaluation, 2 pits are required in the area of initial septic drainfield, approximately 50' apart, and one pit in the repair area, 50' from the previous 2 pits (see example 2).

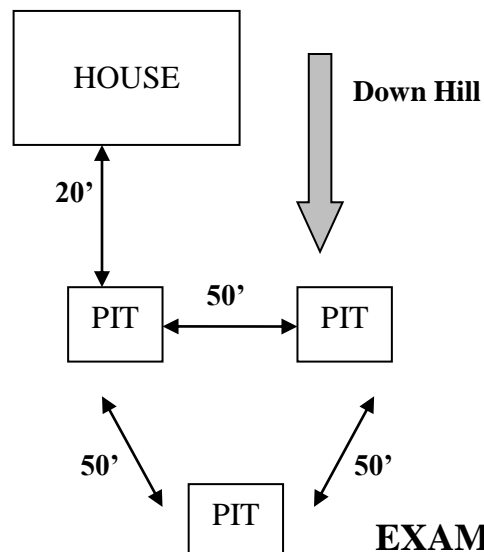
What if I'm still not sure where to dig pits?

- See below for an example or contact your Septic Contractor to show you where to dig the pits. This usually speeds up the process even more and may save you money if one or more of the first pits are unsuitable. Also, you can cover the pits up once they are checked you won't have to leave an open hole.

Make sure the house, property line, drive, etc are properly flagged and the undergrowth is cleared. See next page to help you place flags for septic sites.



EXAMPLE 1



EXAMPLE 2