

# CHECK LIST FOR SEPTIC /WELL PERMIT

Brunswick County Permit Application Form (Please complete **FRONT** and **BACK**) 9/2011

Property dimensions on front page should match property dimensions on Site Plan Drawing.

Site drawing **MUST** include driveway, water, septic and drain line locations, property dimensions and setbacks.

## **SPECIAL NOTE REGARDING MOBILE HOMES**

A Mobile Home constructed **PRIOR TO OCTOBER 27, 1987** **MAY NOT BE MOVED** into Brunswick County's geographic boundaries. Mobile Homes constructed **PRIOR TO OCTOBER 27, 1987** and **CURRENTLY SETUP WITHIN THE COUNTY** MAY BE relocated following an INSPECTION by a Licensed N.C. Home Inspector.

**MOBILE/MANUFACTURED HOMES BUILT BEFORE\*\* JULY 1, 1976\*\*MAY NOT BE BROUGHT INTO OR RELOCATED IN BRUNSWICK COUNTY.**

Please complete **ALL** items including the following on the Application Form:

- Owner/Agent Information
- Driving directions to property from Highway 17
- Section #1 Zoning & Building
- Section #2 Environmental Health (Including items A ---- G)
- Section #3 To Be Completed by Utility Department - Down the Hall
- Section #4 Storm Water (Including items A ---- E)
- Section #5 Site Plan Drawing (On back of application form)
- Section #6 Signature and Date Authorizing County Personnel to go on said property
- Page #3 Additional Information Sheet (If applicable)
- Page #4 Improvement Permit and/or Authorization to Construct System Designation  
*(If applying for a Site Evaluation for an Improvement Permit)*

### **PLEASE ATTACH A COPY OF THE FOLLOWING TO APPLICATION FORM (IF APPLICABLE)**

- Copy of Plat Map (If available, may be obtained at the Register of Deeds Office down the Hall)
- Copy of Deed (To provide proof of ownership--may be obtained at the Register of Deeds Office down the Hall)
- Letter from municipality stating that sewer "IS NOT AVAILABLE" (IF APPLICABLE)

Please verify ALL the above information for accuracy prior to seeing a technician. Thank you for helping us make our process more efficient.

Effective July 1, 2008, a **WELL PERMIT APPLICATION** must be submitted **AT THE SAME TIME** as the Site Evaluation for a Septic Improvement Permit and/or Authorization Permit valid for five (5) years.

**NOTE:** The above is a **GENERAL** outline and guide to obtaining a Septic Permit. Depending on circumstances, additional forms may be required.