



AppHealthCare
 DISTRICT OFFICE: 126 Poplar Grove Connector, Boone, NC 28607
 Telephone 828-264-4995 Fax 828-264-4997
www.apphealthcare.com



Health for All: Promote. Prevent. Empower.

Septic and Well Permitting Process Check List

1. Prepare Site:____
 - a. Property lines and irons marked onsite____
 - b. Proposed house site staked onsite____
 - c. Well site staked____
 - d. Driveway marked____
 - e. HOLES DUG____ (minimum of 36" deep)
 - i. *May be dug later if specialist is going to meet machine operator onsite.*
2. Turn in completed application____
 - a. Survey plat or Schematic____
 - b. Site plan____
 - c. *Wait time for finished permit will vary depending on number of active applications, weather, etc.*
3. Receive **Improvement Permit (IP)***____
 - a. *Permit valid for 5 years*
4. Apply for **Construction Authorization (CA)**____ and **New Well**____ or **Compliance** (for existing wells)____ when ready to build.
 - a. House/building and driveway shall and staked/flagged onsite prior to applying.____
 - b. *Possible fee for CA depending on septic system type. Fee associated with New Well or Compliance*
5. Receive **Construction Authorization Permit***____ and **Well Construction Permit***____ or **Compliance Permit***____
 - a. *Construction Authorization valid for life of Improvement Permit*
 - b. *Well permit valid for 5 years*
 - c. *Compliance valid for 1 year*
6. Have...
 - a. Certified Installer install septic system____
 - i. *We will inspect system when Licensed Installer calls for inspection.*
 - b. Have Certified well driller drill well____
 - i. *We will inspect grout when Licensed Driller calls for inspection.*
7. Once outside of house is finished (house foundation and all decks) and Well is Completed (pump installed and well head complete) ; Call Health Department to ask for the **Operation Permit**____
 - a. *This will take several days depending on weather and other inspections.*
 - b. Receive **Operation Permit (OP)***____!!!! OP is required to receive your Certificate of Occupancy from Planning and Inspections (per P&I).

*Permit issuance is contingent upon site suitability which is determined during the course of a soil and site evaluation by this department. This includes, but is not limited to, soil conditions, available space, topography, etc.

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