



PUBLIC HEALTH DEPARTMENT

On-site Wastewater and Private Drinking Water Well Permits Information Sheet

On-site Wastewater:

In North Carolina there are three different traditional public option permits that can be issued by the Local Health Department in the septic permitting process: **an Improvement Permit, a Construction Authorization, and an Operation Permit.**

When initially applying for a lot to be evaluated by Clay County Environmental Health for an onsite wastewater system (sub-surface septic system), you have **two** options:

- A) an IP (Improvement Permit) only;
- B) **OR** a combination of IP/CA (Improvement Permit/Construction Authorization).

***The applicant must check the appropriate box (s) on the application for either A or B.**

An onsite wastewater application and request for a property evaluation **DOES NOT** guarantee that an IP or a CA will be issued.

- 1) **Improvement Permit (IP):** Clay County Environmental Health will evaluate the requested property and determine the suitability of the site for the installation of a septic system. An Improvement Permit is valid for 5 years from date of issuance. An **IP only** is used primarily for property owners who are not ready to start the building process but desire to know if the property meets the rules for an on-site wastewater system. Typically, an **IP only** is used for real estate transactions and or contracts and is transferrable to the next property owner as long as all site conditions and intended uses do not change. Shall submit a plat of the property **or** a site plan.

Please note the following characteristics of an IP:

- Property lines shall be marked and identified.
- Property shall be made accessible for evaluation.
- Shall not be used to install a septic system.
- Shall not be used to obtain any building permits including electrical, plumbing, hvac.
- Shows the description of the facility the proposed site is to serve.

- The proposed wastewater system and its location.
- The design wastewater flow and characteristics.
- The conditions for any site modifications.
- Any other information required by the rules of the Commission.

2) Construction Authorization (CA): Clay County Environmental Health issues the CA for the installation of the wastewater system when it is found that the IP conditions and rules in the Section are met. It shall be the legal responsibility of the property owner to ensure that a valid CA is issued prior to the construction or repair of a septic system and the construction, location, or relocation of a residence, place of business, or place of public assembly. Only a CA is issued for repairs to on-site wastewater systems.

Please note the following characteristics of an CA:

- Conditions regarding system type, system layout, location, and installation requirements.
- Used primarily for property owners who are planning on construction and installing a septic system within 12 months.
- Is transferrable between property owners as long as all conditions on the IP are the same and nothing has changed with the property.
- Shall be valid for a period equal to the period of the validity of the Improvement Permit but not to exceed 5 years.
- Staking out all structures and other improvements on the property.
- Flagging of the drain field trenches, locating tank(s) to fixed referenced points are completed.
- Additional clearing, remarking property lines and pins may be needed.
- Any other information required by 15A NCAC 18A .1900

3) Operation Permit (OP): issued once the system has been installed by a NC licensed septic system installer, inspected and approved by the Clay County Environmental Health. New construction, remodels, or additions that require a building permit, a Certificate of Occupancy from the Clay County Building Department and approval for electrical power will not be issued until you obtain a valid Operation Permit.

❖ **North Carolina General Statutes 130A-336.1 (Engineered Option Permit), 130A-336.2 (Authorized On Site Wastewater Evaluator) Session Law 2020-97 (North Carolina Licensed Soil Scientist Covid 19 Permitting) and Session Law 2022-11 allows for alternative wastewater system approvals for on-site wastewater systems.**



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Private Drinking Water Well

Private Drinking Water Well: is defined in G.S. 87-85 (10a).

- A well construction permit is a schematic design of an approved area for drilling a new well on a property.
- The permit is valid for 5 years from the date of issuance.
- The Certified Well Contractor shall notify Clay County Environmental Health for a grouting inspection (Session Law 2022, Sect 6a).
- Certified Well Contractor, Pump Installer, or Property Owner shall notify the Clay County Environmental Health when the well head installation is complete with well and pump plates attached.
- Clay County Environmental Health shall inspect the well head, issue a Certificate of Completion prior to the drinking water well being placed into use.
- Water samples will be collected by Clay County Environmental Health for analysis.
- A well repair permit **SHALL** be obtained prior to repairing of an existing well
- A well abandonment permit **SHALL** be obtained prior to abandonment of an existing well.