



IMPROVEMENT PERMIT AND/OR CONSTRUCTION AUTHORIZATION APPLICATION

-Office Use Only-
Date Application Received:
Amount Paid:
Receipt #

Applying For: [ ] Improvement Permit [ ] Construction Authorization

Applicant:
Mailing Address:
City:
State: Zip:
Phone #:
Email:

Owner:
Mailing Address:
City:
State: Zip:
Phone #:
Email:

PIN/Lot Identifier: Property Acreage:
Date Parcel Originally Deeded and Recorded:
Property Address:
Subdivision (if applicable) Lot #: Block: Section:

Directions to property:

Wastewater System Request: [ ] New [ ] Expansion [ ] System Relocation [ ] Change of Use [ ] Repair
Facility Type (House, Restaurant, Office, etc.):
Number of bedrooms: Number of Occupants: Other:
Number of seats: Number of Employees: Other:
Basement? [ ] Yes [ ] No Basement Fixtures? [ ] Yes [ ] No
Crawl Space? [ ] Yes [ ] No Slab Foundation? [ ] Yes [ ] No
Is a grinder pump proposed before the septic tank? [ ] Yes [ ] No
Type of Water Supply: [ ] Private well [ ] Public well [ ] Shared well [ ] Municipal Supply [ ] Spring [ ] Other:
Are there any existing wells, springs, or existing waterlines on this property? [ ] Yes [ ] No
If applying for a Construction Authorization, please indicate desired system type(s):
[ ] Accepted [ ] Conventional [ ] Innovative [ ] Other [ ] Any

If the answer to any of the following questions is "yes", applicant must attach supporting documentation.

[ ] Yes [ ] No Does the site contain any jurisdictional wetlands?
[ ] Yes [ ] No Is any wastewater going to be generated on the site other than domestic sewage?
[ ] Yes [ ] No Is the site subject to approval by any other public agency?
[ ] Yes [ ] No Are there any easements or right of ways on this property?

I have read this application and certify that the information provided herein is true, complete, and correct. Authorized county and state officials are granted 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 so that a complete site evaluation can be performed. I understand that if the information in the application is falsified, changed, or the site is altered, then the Improvement Permit and/or Construction Authorization shall be invalid. I understand that the permit is valid for either 60 months or without expiration depending upon documentation submitted. (complete site plan = 60 months; complete plat = without expiration)

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:**

- dimensions of the property;
- existing and proposed facilities, structures, appurtenances, and wastewater systems;
- proposed wastewater system showing setbacks to property line(s) or other fixed reference point(s);
- existing and proposed vehicular traffic areas;
- existing and proposed water supplies, wells, springs, and water lines; and
- surface water, drainage features, and all existing and proposed artificial drainage, as applicable;

A large, empty rectangular box with a black border, intended for the site plan drawing.