

Preparing for site evaluation:

- **Property shall be accessible.** Clear paths on 25 foot intervals, both horizontally and vertically, allowing clear access throughout property.
- **Property lines clearly marked.** All property lines shall be accurately and visibly flagged (survey may be required). Flagging shall be a minimum of every 50 feet.
- **All building structures clearly staked.** Include decks, porches and other proposed structures.
- **Existing septic systems, wells, and water lines located and staked** (where applicable).

Improvement Permit (IP) – The site is suitable or conditionally suitable for a wastewater system based on the application submitted for the IP. Conditions may be included on the permit that specify site modifications and/or engineered system specifications. An IP is not approval for system installation or issuance of a building permit. Valid for 5 years or indefinitely if approved plat has been provided prior to IP issuance.

Authorization for Construction – Installation of permitted wastewater system can commence. Site and system conditions (if applicable) on the IP have been completed. Building permits may be issued. Valid for 5 years from date on IP or maximum of 5 years from date of issuance with Indefinite IP.

Operation Permit – Wastewater system installation has been completed, inspected and approved by the Environmental Health Division. Conditions for the operation, maintenance and use of the system are included on this permit. Occupancy permits may be issued.

Denial Letter – Property evaluated has been classified as unsuitable. Possible site modifications or alternative systems have been also been considered. Options are provided if available. Informal review by the Department and the right to appeal are available to the owner.

An application for septic evaluation or a wastewater permit does NOT grant approval for development. It is the owners/agent/applicants responsibility to contact other permitting agencies to determine if the proposed development is allowed or if other permitting requirements are applicable.

Local Jurisdiction Phone Number

Atlantic Beach	(252) 726-4456
Beaufort	(252) 728-2141
Bogue	(252) 393-3055
Cape Carteret	(252) 393-7901
Carteret County	(252) 728-8497
Cedar Point	(252) 393-2753
Emerald Isle	(252) 354-3338
Indian Beach	(252) 247-3344
Morehead City	(252) 726-6848
Newport	(252) 223-3733
Peletier	(252) 393-8666
Pine Knoll Shores	(252) 247-4353

Division of Coastal Management (Land disturbance or development along water)
(252) 808-2808

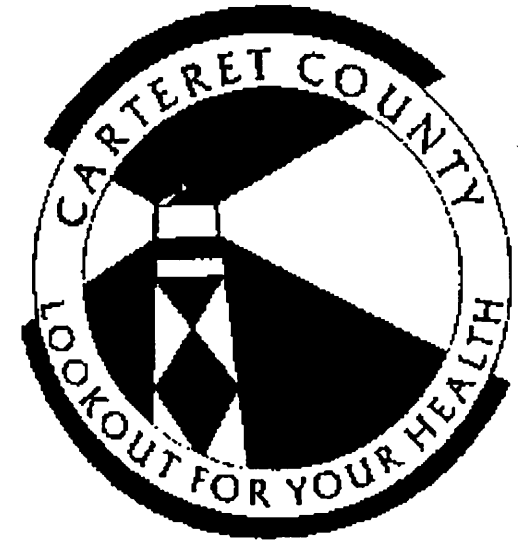
NC Department of Environment & Natural Resources (DENR) – Land Quality & Water Quality Division (Disturbing more than one acre)
(910) 796-7215

US Army Corps of Engineers (USACOE)
404 Wetlands & Dredging (910) 251-4811

NC Government Agencies:
www.dlr.enr.state.nc.us

Environmental Health Permit Application Brochure

Water Protection Division



**Carteret County Health Department
Environmental Health Division
3820 Bridges Street, Suite A
Morehead City, NC 28557**

**Phone (252) 728-8499
Fax (252) 222-7753**

**Website:
www.carteretcountyhealth.com/EH/**

Environmental Health Services - Water Protection

- **Improvement Permit**
- **Construction Authorization**
- **Repair Permit**
- **Satisfactory Existing System**
- **Authorization to Connect**
- **Private Drinking Water Wells – New and Replacement**
- **Bacteriological Water Testing**
- **Petroleum, pesticide and chemical water sampling**

The Environmental Health Specialist staff performs site evaluations to determine a property's suitability for ground absorption sewage treatment and disposal systems. The installation of a wastewater system or alternative ground absorption system involves a three-tier permitting process. Permits issued under this program include an Improvement Permit, Authorization to Construct and an Operation Permit. An Authorization to Construct is required before a Building Permit can be obtained.

An Authorization to Connect inspection is required to reconnect a mobile home or new or relocated house to a wastewater system already on your property. If you are adding onto your home or business or building a detached structure on your property, you will need an existing system inspection. The Authorization to Connect or Satisfactory Existing System approval must be obtained prior to moving a mobile home on a property or any building construction.

Private Drinking Water Well permits are required for the installation of new or replacement drinking water wells. The permit is required before a Building Permit can be obtained.

Petroleum, pesticide, chemical and nutrient water samples are collected by Environmental Health Specialists and sent to the NC Public Health Lab for analysis. An application and the appropriate fee are required. Bacteriological water sample analysis is provided by our water laboratory. The collection bottle may be picked up at the office upon payment of the fee. The sample results are normally available 24 to 48 hours after the sample is set-up.

Application and Fees

The Environmental Health Section charges fees for property evaluations and septic system permits, inspections of existing septic systems, well installation permits and water samples. Applications may be completed and returned with the appropriate fee to the Environmental Health office at:

**Carteret County Health Department
Environmental Health Division
3820 Bridges Street, Suite A
Morehead City, NC 28557**

**Office Hours are 8:00am to 5:00pm,
Monday through Friday**

Applications may also be taken, by appointment, at the Western Office located at 701 Cedar Point Blvd., Cedar Point

For more information or a Western Office appointment, please call (252) 728-8499

**Applications and forms are available at:
www.carteretcountyhealth.com/EH/wastewater.html**

**Fees are available at:
www.carteretcountyhealth.com/EH/feeschedule.html**

Applications must include the property owner's information. Property owners may designate an agent to represent them by completing the owner's statement which is included with the application package.

Real Estate Agents or other agents contracted to act as property representatives must provide a copy of the signed contract verifying owner has acknowledged the agents representation of the property on the application.

Applications will be returned after sixty (60) days if Carteret County Environmental Health has not been notified that the site is staked and accessible. Fees paid for application are forfeited when application is returned to applicant or agent.

Fees are non-refundable once site visit is made.

A re-inspection fee of thirty (30) dollars is required if the lot is not properly cleared and/or staked.