



**CHATHAM COUNTY PUBLIC HEALTH DEPARTMENT  
DIVISION OF ENVIRONMENTAL HEALTH**

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[www.chathamcountync.gov/environmentalhealth](http://www.chathamcountync.gov/environmentalhealth)

**SITE EVALUATION INSTRUCTION SHEET**

1. Submit a completed application, accompanied by an acceptable site plan of your property (see back of this page), flood plain determination, and the appropriate fee. Upon submission of a completed application, the applicant will be given an appointment. Prior to the appointment, the applicant is responsible for providing reasonable access to the area that includes the proposed septic and house sites and for identifying the property boundaries and proposed structure locations. **The Environmental Health Specialist cannot conduct the site evaluation and will cancel the appointment upon arrival at the property if the above requirements are not met. If the property is not properly prepared prior to the appointment, call 919-545-8460 to cancel and reschedule.**
2. Use flags or ribbons to identify the house site and other building locations, the driveway and the property lines.

**SETBACKS FOR SEPTIC SYSTEMS & WELLS**

<p align="center"><b>Septic System Must Be:</b></p> <ul style="list-style-type: none"> <li> 100' from any well including neighbors.</li> <li> 50' from ponds, lakes, streams &amp; creeks.</li> <li> 15' from foundation with basement.</li> <li> 15' from any swimming pool.</li> <li> 10' from the property line.</li> <li> 10' from the water line</li> <li> 5' from the house/building foundation.</li> </ul>	<p align="center"><b>Well Location Must Be:</b></p> <ul style="list-style-type: none"> <li>◆ 50' from any septic system including neighbors.</li> <li>◆ 50' from any source of potential ground water contamination, grave sites/burial site, etc.</li> <li>◆ 100' animal feed lots or barns, fertilizer or other chemical storage areas,</li> <li>◆ 50' from any watertight sewer line.</li> <li>◆ 50' from any lake, pond or reservoir.</li> <li>◆ 25' from brooks, creeks, streams or rivers.</li> <li>◆ 10' from a property line.</li> <li>◆ Located in an area not subject to flooding.</li> <li>◆ 25' from building foundation and/or any structure subject to termite treatment.</li> </ul>
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\* See the Ordinance Governing Construction & Abandonment of Wells in Chatham County & the NC Rules Governing Water Supply & Other Type Wells, 15A NCAC 2C.0100 for other separation distances & conditions.

If you request a perpetual (non-expiring) permit on the application, you are responsible for providing a *plat* to this office within 30 days of the completion of the site evaluation. Article 11 of North Carolina Statue 130A-334 (7a) defines a plat as: “...a property survey prepared by a registered land surveyor, drawn to a scale of one inch equals no more than 60 feet that includes: the specific location of the proposed facility and appurtenances, the site for the proposed wastewater system, and the location of water supplies and surface waters. ‘Plat’ also means, for subdivision lots approved by the local planning authority and recorded with the county Register of Deeds, a copy of the recorded subdivision plat that is accompanied by a site plan that is drawn to scale.” If a plat is not received within the 30 days, a permit that expires in 60 months (five years) will be issued. A new application and fee will be required if a perpetual permit is requested at a later time.

**SITE PLAN WORKSHEET**

**Incomplete site plans will be returned to you for completion. Remember: Your Property will not be scheduled for an evaluation until we have received a completed application, site plan, and all proposed items are marked on the property. Submit a site plan on a copy of the surveyed and/or recorded plat. Tip: If you do not have a survey you can visit the Chatham County GIS website to print a copy of a property line map. (<http://www.chathamgis.com/mapguide/ChathamGISWeb/>).**

**Site plan needs to show:**

- The dimensions of the property.
- The proposed location of all existing and proposed structures (e.g.: facility, wells, water lines, outbuildings, workshops, garages, pools). Show the distances from the road and the side property line to all structures. Indicate the dimensions for all the structures. If you are unsure as to the structure size, please show the dimensions of the MAXIMUM area of the lot that you anticipate the structure will cover.
- The preferred septic system area.
- The preferred driveway location and any parking area.
- The proposed well location.
- A north arrow or other sufficient directional indicator.
- The location of any existing septic tank systems and wells on your property and on the adjoining property within 100' of your property line.
- The location of any easements or rights of way on the property.
- The location of any designated wetlands on the property.
- The water line location if the water source is public water.

**EXAMPLE OF A PROPERLY PREPARED SITE PLAN:**

