The Jackson County Department of Public Health
154 Medical Park Loop • Sylva, NC 28779
Tel: 828-586-8994 • FAX: 828-586-1207
Shelley Carraway
DIRECTOR

Environmental Health General Information

When contacting the Department of Public Health concerning permits, be sure to know the reference number or PIN which is located on the front of any permit. The Environmental Health Office is located at 154 Medical Park Loop in Sylva. You may leave a voicemail for an inspector at any time by calling (828)587-8250. Applications not filled out in their entirety shall not be accepted.

All liabilities/responsibilities regarding recommendations made by a representative of this agency for possible modification(s) of property to accommodate a subsurface ground absorption sewage treatment and disposal system and/or drilled wells are assumed by the property owner and/or the agent.

Any alteration of the property (natural or man inflicted) or changes made in size, design, location, or type of proposed structure made after the issuance of any permits may render the permit invalid. Changes may also render the site unsuitable for the installation of a septic system and/or well.

A permit is not a guarantee that an approved septic system will function in a satisfactory manner for any given period of time. A well permit does not guarantee yield of a well or the potability of water in a drilled well. Employees assume no liability for damages caused by a malfunction of a well or a septic system.

RECORD REQUESTS

Obtain a request form and fill it out in its entirety. Support staff will process the request as quickly as possible. If property lines or pin number changes permit maybe invalid.

SEPTIC INFORMATION

An Improvement Permit determines the suitability of a site for the installation of a septic system but DOES NOT give the right to begin construction of the system. An Improvement Permit is valid for 5 years from the date of issuance. Improvement permits for which a plat is provided shall be valid without expiration. GS 130A-334 (7a) "Plat" a property survey prepared by a registered land surveyor, drawn to 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.

A Construction Authorization is a schematic design of a sewage system and SHALL BE obtained prior to the installation of the sewage system. It is also required prior to obtaining a building permit. The Construction Authorization is valid only if the information supplied on the form is accurate and remains unchanged. Any site changes or alterations will render the permit invalid. The Construction Authorization is valid only for the structure listed and for the period of the validity of the Improvement Permit.

An Operations Permit shall indicate the sewage system is approved and has been constructed to the standards set forth under 15A NCAC 18A .1900. An Operations Permit is required to obtain permanent power to the structure built.
Requests for final septic inspections are required to be scheduled by 5:00 PM the day before the inspection is necessary.

WELL INFORMATION AND WATER SAMPLES

A well permit is valid for 5 years from the date of issuance. Requests for AM grout inspections shall be called in by 5:00 PM the previous day. Requests for PM grout inspections shall be called in by 9:00 AM the day of.

Water Samples are taken at your residence or facility by the Registered Environmental Health Specialist. Requests and payment for these services shall be completed prior to an appointment for said services. Fees vary.

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Signature Date