

**Jackson County Department of Public Health
Environmental Health – (828) 587-8250
Environmental Health General Information**

Onsite/Well Permit and Water Sample General Information

The Jackson County Department of Public Health (JCDPH) Environmental Health Office is located at:

Jackson County Department of Public Health
Environmental Health
538 Scotts Creek Road
Sylva, North Carolina 28779
Phone: (828) 587-8250

Business Hours are Monday-Friday 8:00 AM to 5:00 PM. You may leave a voicemail for an inspector at any time by calling (828) 587-8250.

NOTE: Requests for final or partial/final septic inspections are required to be scheduled by 5:00 PM the day before the inspection is necessary by the Certified Installer.

When contacting JCDPH concerning wastewater and well permits, be sure to know the reference number or PIN which is located on the front of any permit, Land Development Application, or applications.

Applications for wastewater and well permits, not filled out in their entirety, shall not be accepted. Applications will be valid for one year after all requirements have been met.

Verify all items on the Wastewater and Well Application Checklist are complete.

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.

Visit the JCDPH Environmental Health website at: <http://health.jacksonnc.org/environmental-health> for more information and applications.

Records Requests

To make a records request for a property, you must first complete a Records Request Form and submit to the JCDPH. Once the request is received, the environmental health support staff will process the request as quickly as possible. If property lines or PIN number changes, an existing permit may be 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.

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 and 15A NCAC 18E. An Operations Permit is required to obtain a Certificate of Occupancy from Code Enforcement.

Well Information

A ***Well Permit*** is a schematic design of an approved area for drilling a well on a property and **SHALL** be obtained prior to construction, repair or abandonment of a well. A Well Permit is valid for 5 years from the date of issuance. The Certified Well Contractor, Pump Installer or Property Owner shall notify the JCDPH when the well head installation is complete (pump installed, vent, hose bib, sample tap, seal, well identification tag, pump identification tag and the well has been flushed of all disinfecting agent).

An Environmental Health Specialist will inspect the well head, issue a Certificate of Completion and collect a water quality sample. The water sample will be tested for Total and Fecal Coliform, and analyzed for Arsenic, Barium, Cadmium, Copper, Fluoride, Lead, Iron, Magnesium, Manganese, Mercury, Nitrate, Nitrite, Selenium, Silver, Sodium, Zinc and ph.

Water Samples

Water samples are taken at your residence or facility by a Registered Environmental Health Specialist. Requests and payment for this service shall be completed prior to an appointment for service. No refunds will be given for water sample requests. To see a list of water sample tests available, request from the Environmental Health Office or visit the JCDPH Environmental Health website at <http://health.jacksonnc.org/environmental-health> .