



## Forsyth County Environmental Health

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District 2, Public Health

### **NEW SEPTIC SYSTEM APPLICATION CHECKLIST**

**ALL DOCUMENTS LISTED BELOW MUST BE SUBMITTED WITH THE APPLICATION (no larger than 11x17)**

**OUR OFFICE DOES NOT ACCEPT INCOMPLETE APPLICATIONS**

- Complete Septic System Application
- Level 3 Soil Report
- Recorded plat or recorded deed with book and page number
- House plans of the residence, **ALL LEVELS**, with all rooms labeled with proposed use. **DO NOT LABEL ROOMS AS BONUS, LOFT, OR FLEX.**
- Site plan of lot showing the proposed location of the house, driveway, and septic system with primary and secondary lines shown, including tank. (Depending on complexity of the property the site plan may require an engineer's site plan.)
- A copy of the form where the address was issued by the Forsyth County GIS Department. (UNLESS OTHERWISE SHOWN AS IN SUBDIVISIONS)
- Payment – cash, charge, or check made out to **FCHD**. Fee is based on the number of **rooms** in the house (excluding bathrooms, foyers, utilities), 7 rooms or less is \$300.00 and 8 or more is \$500.00.
- The main 4 corners of the house must be marked/labeled on lot before site visit is made.
- Decision on application within twenty business days of receipt of completed application packet and payment.

**\*\*\*WHEN EMAILING THE ABOVE-MENTIONED DOCUMENTS, ALL ITEMS SHALL BE SUBMITTED TOGETHER AS A PDF FILE.**