



ALEXANDER COUNTY ENVIRONMENTAL HEALTH DEPT.
SITE PLAN WORKSHEET

Place a mark (X) beside each item that has been indicated on your site plan, 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.**

- _____ - Reference point – A reference point is an object that is specified on the site plan and the permit layout for locating purposes. As a condition of the permit, the reference point must be maintained by owner/owner's legal representative until the wastewater system is installed or the permit has expired.
- _____ - The dimensions of the property.
- _____ - The proposed location of all structures (e.g.: facility, wells, water lines, out buildings, pools). Show the distances from the road and the side property line to all structures. Be sure and give 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 site you would prefer your septic system to go in.
- _____ - The preferred driveway location.
- _____ - The proposed well location and/or the location of existing well(s).
- _____ - A north arrow or other sufficient directional indicator.
- N/A _____ - Any proposed structures or improvements to the property such as garages, workshops, pools, etc. **If there are none, circle "N/A"**
- N/A _____ - The location of any existing septic tank systems and wells on your property and on the adjoining property within 100' of your property line. **If there are none, circle "N/A"**.
- N/A _____ - The location of any easements or rights of way on the property. **If there are none, circle "N/A"**.
- N/A _____ - The location of any designated wetlands on the property. **If there are none, circle "N/A"**

NOTICE: If all components of the site plan/ checklist are not completed, your site will not be evaluated, which may cause untimely delays.

PLEASE DRAW YOUR SITE PLAN ON THE BACK OF THIS FORM:

Owner/Owner's Legal Representative: _____

Date: _____