

Patrick County

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COMMONWEALTH OF VIRGINIA

VIRGINIA DEPARTMENT OF HEALTH

West Piedmont Health District

NOTICE TO SEWAGE & WELL PERMIT APPLICANT

Please read ALL instructions CAREFULLY

We can not accept an incomplete application

We strive to process your application and render a decision within 15 working days of receipt of your application. Sometimes it takes longer to process applications because of unpredictable fluctuations in our work (for example, a rabies emergency, heavy application request period) the weather or the need for a backhoe to evaluate the soil. Unfortunately, some delays are beyond our control. An Environmental Health Specialist will work to contact you to set an appointment within 14 working days.

CONSTRUCTION PERMITS may be renewed one time for an additional 18 months prior to expiration if the owner has started construction on the sewage system or provides a copy of the building permit. You must contact the Health Department before the permit expires to confirm the details.

- **How much does it cost to apply for a permit?**
 - The application fee for an on-site sewage disposal New Construction Permit, Expansion, Modification or Permits with conditions is **\$425.00**, a Certification Letter is **\$350.00** The application fee for a private well is **\$300.00**.
 - There is no application fee for repairs to existing systems, component replacement and reconnecting to existing systems.
- **What must I do to the property to be ready for the site evaluation?**
 - Clear the site of underbrush so the topography is sufficiently visible.
 - Place stakes to represent the corner's of the proposed home,
 - Be sure the property corners and lines are well marked,
 - Applicant or representative must meet Health Dept. staff person on the property at time of evaluation
- **What information do I need to provide with my application?**
 - **A Surveyed Scaled Plat of your property must accompany your application for construction permits and certification letters.**
 - You may already have a copy of a plat of your property, if not, one may be available at the clerk's office or county mapping department in the court house.
 - If a plat can not be obtained, you may seek the services of a land surveyor, engineer, or draftsman to provide one from your deed or adjoining deeds.
 - If you are in an existing subdivision, our office may have a copy to provide you with.
 - If a surveyed plat cannot be provided when filing the application, **a surveyed plat will be required upon completion of the evaluation and prior to issuance of a construction permit or certification letter.** The plat shall show the location of the house, drainfield and/or well area, existing and proposed utilities, etc.
 - A **Site Plan** must also accompany your application showing your plans for development.
 - Your Site Plan may be shown on the accompanying plat, attached site plan sheet, or signed sheet of your choice.
 - The **Tax Map ID number** for the property to be inspected must be documented on the application.
 - The County Assessor's office can give this information or it may also be found on the property tax ticket.
 - **Other information** may be required depending on the site evaluation such as engineered plans, easements, etc. If needed, the Environmental Health Specialist will advise you of this in writing.
 - **YOU MUST provide the Health Department with a valid 911 address before you receive an operation permit for a new sewer and well.**
- **What if my application is denied? Do I get the application fee refunded?**
 - Your fee may be refunded for an application denial for primary residential use only.