

**Findings and Worksheet for a Courtesy Review of Building
Plans not designed for Human Occupancy**

Name: _____
Phone Number: _____
Subdivision: (If Applicable) _____ **Section:** _____ **Lot:** _____
Physical Address: _____

Section 1 Courtesy Review:

For pools, decks, garages, pole barns, sidewalk installations, and other structures not designed for human occupancy, the local building official may ask VDH to consider whether proposed construction could impact the existing sewage system's function. For these situations, VDH lacks authority to determine whether the sewage system is safe, adequate, and proper as contemplated by the Code. However, as a courtesy to the building official, and by request (see attachments 2a), VDH may process the request.

Type of construction: _____

There is no guarantee given or implied that the proposed construction will not interfere with any components of the sewage disposal system and/or water supply. The Department is simply performing a courtesy review for the locality to try and identify any potential conflicts based on information available. In the event of damage to a sewage disposal system or well during construction, the owner will be responsible for any repairs or other actions deemed necessary by the Department to correct the situation.

HEALTH DEPARTMENT ONLY:

Comments: _____

Site Sketch:

Owner Name: _____ **Home Telephone:** _____

Mailing Address: _____ **Cell Telephone:** _____

Agent Name: _____ **Home Telephone:** _____

Mailing Address: _____ **Cell Telephone:** _____

Site Address: _____ **Tax Map:** _____

Subdivision Name (if applicable): _____ **Lot #** _____

OWNER/AGENT SIGNATURE: _____ **DATE:** _____

An owner may challenge a denial by requesting an Informal Fact-Finding Conference (IFFC) within 30 days of receipt of a decision. All requests for an IFFC must be sent in writing to the District Health Director and cite the reason or reasons for the request.

HEALTH DEPARTMENT:

NAME: _____ **SIGNATURE:** _____ **DATE:** _____