

Anderson County **On Site Sewage Facility Permit Requirements**

Anderson County **ON-SITE SEWAGE FACILITIES PROGRAM**

The Texas Commission for Environmental Quality has approved Anderson County as an Authorized Agent for the implementation of an On-Site Sewage Facility (OSSF) program.

The following information outlines the procedure for applying for an On-Site Sewage Facility in Anderson County.

1. Complete the attached Application Form.
 - a.) A 911 address and property description is required.
 - b.) If you do not have an 911 address please call 903-218-6400 to obtain one
2. An original copy of the site evaluation and soil analysis performed by a Registered Site Evaluator or Professional Engineer must be submitted along with an original septic system design performed by a Registered Sanitarian, or a Professional Engineer.
3. All permits must be submitted to the Anderson County Emergency Management Office, Room 109 in the Anderson County Courthouse Annex.
4. The County's Application Fee for the Permit and Inspection is as follows: **single family residential \$325.00; commercial and other types \$350.00**. This fee is payable to **Anderson County** at the time of application. Credit cards will not be accepted. Money Order or Checks are acceptable methods of payment. Please note that the permit fee is non-refundable once the system review has been completed. If a septic system fails the first inspection, the fee for **re-inspection is one-half of the permit fee**. This fee must be paid prior to each of the required follow-up inspections to be performed.
5. When the application is approved, an Authorization to Construct Permit will be issued. The permit is valid for one (1) year from the date of authorization. If the system is not installed within the one (1) year period, the owner will be required to reapply for a new permit and pay a new fee.
6. The installer will contact the county inspector to set up a date and time for the final inspection. At the final inspection, if the system meets all TCEQ and Anderson County requirements, a Notice of Approval will be issued, and the septic system will be approved for use.
7. If you are applying for an Aerobic Treatment System or any other system that requires secondary treatment, an **affidavit to the public** must be filled out and filed with your property deed at the Anderson County Courthouse in the Clerk's Office. A copy of the filed affidavit is required to be submitted with the designs and permit application. Also, a **two-year maintenance contract** is required for residential to be attached to the application. **If you are a commercial account, then you are required to use the commercial affidavit and must, per TCEQ rules, always have a maintenance contract.**
8. Anderson County does allow the *Ten Acre Rule*.
9. RV Parks and Manufactured/Mobile Home parks must refer to the **Anderson County Subdivision Rules before** they are established, and a septic system is permitted. You can find this link on our webpage.

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CONVENTIONAL SYSTEM:

1. Application for Permit
2. Soil Evaluation Sheet
3. Technical Information Sheet
4. Design Drawing
5. Plat Drawing
6. Location Map
7. Written Driving Directions

AEROBIC SYSTEM:

1. Application for Permit
2. Soil Evaluation Sheet
3. Technical Information Sheet
4. Design Drawing
5. Plat Drawing
6. Location Map
7. Written Driving Directions
8. Affidavit to the Public for Residential **OR** Commercial systems (Certified Copy From County Clerk's Office)
9. Maintenance Contract

*****INSTALLERS AND OWNERS, PLEASE SEE THAT ALL OF THE ABOVE DOCUMENTS ARE ATTACHED AT THE TIME OF SUBMITTAL OF THE PERMITAPPLICATION. FAILURE TO PROVIDE THESE DOCUMENTS COULD DELAY YOUR PERMITTING PROCESS*****