

**TRINITY COUNTY ON-SITE SEWAGE PERMIT INSTRUCTIONS**

- How many acres do you own? (The 10-acre rule states one house per 10+acres and applies to residential only. If the applicant requests the 10 acre rule, the 10 acre exemption affidavit must be filled out by the landowner with the legal property description as it appears on the deed.)
- Property Owner/Applicant completes and returns application to the County Judge’s office.
- Applicant is required to contact a “Site & Soil Evaluator” for a site and soil evaluation to determine the soil class. A site drawing to scale, must be submitted and include all structures, trees, ponds, lakes, easements, water wells, property lines, etc.
- If a sub-surface (in ground) system is suitable, your are required to submit a system design drawing of your proposed septic system with this application for approval. You are required to submit a landscaping plan.
- If an aerobic spray system is required, you will need to submit a design drawing by a **Registered Sanitarian** to the County Judge’s Office for approval by the inspector. An Affidavit to the Public containing the legal property description must be filled out by the property owner and filed in the County Clerk’s Office. There is a \$26.00 filing fee for the affidavit, and \$4.00 fee for additional pages. Once the affidavit is filed and the fees are paid, the County Clerk’s office will notify the OSSF Coordinator. All Aerobic Systems must be installed by an Installer II. You will submit to the County Judge’s office a landscaping plan and a 2 year maintenance policy.
- Upon receipt of all completed paperwork to the County Judge’s office and approval of the design by the Inspector, an Authorization to Construct letter will be sent and construction may begin. (Allow 5 days for processing).

**CHECKLIST OF PAPERWORK**

**SUB-SURFACE SYSTEM**

- \_\_\_\_\_ Application
- \_\_\_\_\_ Site/Soil Evaluation
- \_\_\_\_\_ Drawing
- \_\_\_\_\_ Landscape Plan

**AEROIC SPRAY SYSTEM**

- \_\_\_\_\_ Application
- \_\_\_\_\_ Site/Soil Evaluation
- \_\_\_\_\_ Dawing by a  
Registered Sanitarian
- \_\_\_\_\_ Landscape Plan
- \_\_\_\_\_ Maintenance Policy
- \_\_\_\_\_ Affidavit to the Public

- Applicant or Installer will notify the Inspector when construction will begin and set an inspection date. A two (2) days notice is required for all inspections.
- The system is not permitted for use until inspected by the Inspector and all TNRCC standards are met.

\*To qualify as a site evaluator a person should have a working knowledge of site/soil characteristics and should be familiar with 30 Texas Administrative Code #285.30. We strongly recommend that site evaluations be performed by individuals who have completed the Soil Evaluator Training or be a certified installer.

**INCOMPLETE PERMIT PACKETS WILL BE RETURNED TO THE PROPERTY OWNER/APPLICANT**