

OSSF (On-site Sewage Facility) Instructions for obtaining a Permit#

- 1) Choose a Site & Soil Evaluator. (TCEQ website listed as www.tceq.texas.gov)
An Aerobic or Conventional will be designed to best benefit your home & property.
- 2) Application: complete #1 – #8 and sign “Signature of Owner” & “Date”.
To be completed by Installer, #9 – #11 & Technical Sheet.
- 3) A legal description is required for all installations of any system. (Only 1)
(Warranty Deed, Model Deed, Metes & Bounds or a Survey.)
UNLESS in a Subdivision - a Plat is also Required.
(This does NOT have to be filed with the AFFIDAVIT for Aerobic & Non-Standard systems.)
- 4) A scale drawing of the system and its surroundings (home, well & property boundaries).
- 5) AEROBIC & NON-STANDARD systems must be designed by a **P.E.** (Professional Engineer) or **R.S.** (Registered Sanitarian).
- 6) AEROBIC & NON-STANDARD systems require a signed Maintenance Contract.
- 7) AEROBIC & NON-STANDARD systems **require** a **notarized Affidavit with a legal description of property:** (Subdivision, Lot# or Tract#, Abstract#, Survey, Acreage) **filed** at the Somervell County Clerk’s Office at the Annex (across from the County Court House).

AFFIDAVIT: (Filing an AFFIDAVIT) website: pa.co.somervell.tx.us

CLICK - [Click here to acknowledge the disclaimer and enter the site.](#)

SCROLL over Real Estate and Click on “Search Real Estate Index”


Type in Party Name: _____

Click on “Search”

Locate: “Name” - Associated Name and scroll until you find correct Name (**CLICK**)

Locate: Instrument#, Book, Page (**CLICK**)

EXAMPLE: (This is where the Instrument#, or Volume, Page are located for the AFFIDAVIT)

0	General	Legal Description	Related Documents
Document Detail			
Instrument #: DRW001			
Multi Seq:			
Document Date: 01-01-1900			
Date Filed: 01-01-1900			
Document Type: WARRANTY DEED			
Book:			
Page: 01			
GF Number:			
Microfilm Code:			
Remarks:			
# Pages in Image: 3			
Image: 			

- 8) All systems require a Final Inspection before system and trenches are covered.