



CITY OF WAXAHACHIE BUILDING & COMMUNITY SERVICES

401 S. ROGERS • P.O. BOX 173 • WAXAHACHIE, TEXAS 75168

PHONE: (469) 309-4130 • FAX: (469) 309-4139

HOW TO OBTAIN A CITY OF WAXAHACHIE PERMIT FOR AN ON-SITE SEWAGE FACILITY

REMOVE AND RETAIN THIS PAGE PRIOR TO RETURNING THE APPLICATION TO THE ABOVE ADDRESS

SINGLE FAMILY RESIDENTIAL FEE: \$50.00

ALL OTHER SYSTEMS: \$50.00
(Including commercial, and multi-family dwellings)

- _____ Obtain an application from City of Waxahachie Building & Community Services Dept.
- _____ Have appropriate individual (Registered Sanitarian or Professional Engineer) perform mandatory soil identification procedure.
- _____ Submit completed application and technical information sheet (in property owner's name) with all pages intact. Include the appropriate fee and a copy of the following: 1.) Planning Materials; 2.) Site and Soil Evaluation; 3.) Affidavit to Public.
- _____ Plans and application will be reviewed by the Building & Community Services staff. Non-standard system plans may be reviewed by the TCEQ staff in Austin.
- _____ Upon approval and Authorization to Construct will be issued. The Authorization to Construct is valid for one year from the date of issuance.
- _____ Begin Construction. An inspection of the installation is required before covering of the system. Contact our office at least 1 working day in advance to arrange an inspection.
- _____ After a successful inspection, a Notice of Approval will be issued to the owner within approximately 5 working days.
- _____ Note: A re-inspection fee equal to $\frac{1}{2}$ the permit amount must be paid by the installer for each time the system must be re-inspected. All fees must be paid before a Notice of Approval will be issued.



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APPLICATION FOR ON-SITE SEWAGE FACILITY
NEW CONSTRUCTION AND MODIFICATION

City Use Only

Application No.

Date

1. Property Owner's Name: _____
(Last) (First) (Middle)

2. Current Mailing Address: _____

3. Telephone No. During Day: _____

4. 911 Site Address: _____

5. Legal Description: Sec. _____ Block _____ Lot _____ Plat Date ____ / ____ / ____
Subdivision: _____
Other Than Subdivision: _____ Acreage _____ Survey _____

6. Physical Location/Directions To Site: _____

7. Source Of Water: _____ Private Well _____ Public Water Supply _____
(Name Of Supplier)

8. Single Family Residence: No. Of Bedrooms _____ / _____ Living Area (sq ft) _____
& Bathrooms

9. Commercial / Institutional (including multi-family residences) Type: _____
No. Of Employees / Occupants / Units: _____ Days Occupied Per Week: _____
Food Preparation or on-site serving? YES/NO If YES, please explain: _____

10. Site Evaluator: _____ Certification No.: _____

11. Designer: _____ License No. (PE or RS): _____
Phone No.: _____

12. Installer: _____ Registration No.: _____
Phone No.: _____

I certify that the above statements are true and correct to the best of my knowledge. Authorization is hereby given to the City of Waxahachie to enter upon the above described property for the purpose of lot evaluation and inspection of the on-site sewage facility and that a permit to operate the facility will be granted following successful inspection of the installed system which indicates that the system was installed in compliance with this City's and TNRCC's On-Site Sewage Facility Rules, TAC 30 Chapter 285.

X _____
(Signature of Owner)

X _____
(Date)

THE COUNTY OF _____
STATE OF TEXAS

AFFIDAVIT

According to Texas Commission on Environmental Quality Rules for On-Site Sewage (OSSFs) Facilities, this document is filed in the Deed Records of _____ County, Texas.

I

The Texas Health and Safety Code, Chapter 366 authorizes the Texas Commission on Environmental Quality (commission) to regulate on-site sewage facilities (OSSFs). Additionally, the Texas Water Code (TWC), §5.012 and §5.013, gives the commission primary responsibility for implementing the laws of the State of Texas relating to water and adopting rules necessary to carry out its powers and duties under the TWC. The commission, under the authority of the TWC and the Texas Health and Safety Code, requires owner's to provide notice to the public that certain types of OSSFs are located on specific pieces of property. To achieve this notice, the commission requires a recorded affidavit. Additionally, the owner must provide proof of the recording to the OSSF permitting authority. This recorded affidavit is not a representation or warranty by the commission of the suitability of this OSSF, nor does it constitute any guarantee by the commission that the appropriate OSSF was installed.

II

An OSSF requiring a maintenance contract, according to 30 Texas Administrative Code §285.91(12) will be installed on the property described as (insert legal description):

The property is owned by (insert owner's full name) X _____

This OSSF shall be covered by a continuous service agreement for the first two years. After the initial two-year service agreement, the owner of an aerobic treatment system for a single family residence shall either obtain a maintenance contract within 30 days or maintain the system personally.

Upon sale or transfer of the above-described property, the permit for the OSSF shall be transferred to the buyer or new owner. A copy of the planning materials for the OSSF may be obtained from the City of Waxahachie's Building & Community Services, 401 S. Rogers Street, Waxahachie, TX 75165, or 469-309-4130.

WITNESS BY HAND(S) ON THIS ____ DAY OF _____, _____.

X _____

(Owner(s) signature(s))

SWORN TO AND SUBSCRIBED BEFORE ME ON THIS ____ DAY OF _____, _____.

Notary Public, State of Texas
Notary's Printed Name:
My Commission Expires: