

Steps for Permitting

- 1) Completed and signed application from the property owner
- 2) Set of drawings prepared by either a P.E. or an R.S. They must be to scale and clearly detail the On Site Sewage Facility to be installed
- 3) Copy of the Site Evaluation report showing the soil classification of the proposed installation site. This must be signed by a licensed Site Evaluator.
- 4) If installing a spray irrigation system (Aerobic), an Affidavit is required. This must be completed and signed by the property owner indicating their awareness and responsibility for proper maintenance and operation of the OSSF and must be notarized. There is a \$26.00 fee for this Affidavit and it has to be paid separately from the permit fee.
- 5) The fees for the permit are \$300.00 for a single family residence and \$400.00 for Commercial, to be paid separately from the Affidavit fee.
- 6) All fees, whether cash, check, cashier's check or money order are to be paid at the County Clerk's office and made payable to the Nacogdoches County Clerk.