

Charles McDonald  
Designated Representative  
Coleman , Concho , Edwards , Menard , Schleicher & Sutton Counties, City of Brady & Eden  
4826 Red Oak Ln.  
San Angelo , TX. 76904  
325-456-4607 Bus. & Cell  
325-227-6333 Fax #  
Lic. # OS0007644

#### Coleman County OSSF Permit

Permit fee for a single family residence is \$375.00. All other types of facilities is \$375.00. The TEN Acre rule is in effect in Coleman County. Make the check out to Coleman County . Send the application and check to the above address.

#### Note

There are 4 pages to the application. All four pages **Must** be filled out. **DO Not** send a application in that has the words " **SEE ATTACHED OR SEE DESIGN** "written in any blank space on the application. It will be sent back and the ATC will not be issued. Legal description are a must. Go to the county appraisal district office and ask for a copy of your clients **CAD CARD**. The information you need is on this document. Last item , a respectable drawing needs to be with the application as well.

#### RS & PE

Most of you have your own forms for your site evaluation. you may substitute your form for the ones in the permit . However , page #2 (technical information ) needs to be filled out no matter how many times this information shows up in your design information. Once again , do not want to see the words "SEE ATTACHED or SEE DESIGN "in any of the blanks on page 1 & 2 of the permit .

Any questions , call 325-456-4607

Charles McDonald  
DR Coleman County

## COLEMAN COUNTY

### APPLICATION REQUIREMENTS FOR ON-SITE SEWAGE FACILITY PERMITS

**SINGLE FAMILY DWELLING, FEE: \$375.00**    **ALL OTHER TYPE FACILITIES, FEE: \$375.00**  
(Commercial, multi-unit residential developments)

- Obtain an OSSF application from the Coleman, County Court House.
- A licensed Soil/Site Evaluator or State licensed engineer must conduct a complete site evaluation. A detailed report, documenting the results of the soil and site conditions in accordance with 30 TAC §285.30, & 30 TAC 285.31, must be submitted for all systems installed.
- Have planning materials prepared by the required individual. Standard systems may be prepared by the owner or the OSSF installer. Non-standard and proprietary systems must be prepared by a licensed professional engineer or a licensed professional registered sanitarian (RS), 30 TAC 285.5
- Submit completed application and technical information sheets. Remit the appropriate application fee and two copies of each of the following: complete site evaluation results; all planning materials and the directions to the site; a legally recorded affidavit, (if required) and a signed maintenance contract, (if required), 30 TAC 285.3(a)(1).
- The application and planning materials will be reviewed by the Coleman County DR. Non-standard planning materials may be reviewed by TCEQ Regional Staff or the TCEQ Central Office staff in Austin OSSF Support Program.
- Upon approval, a written Authorization to Construct (ATC) will be issued in the name of the property Owner by mail. The ATC is valid for one year from the date of issuance 30 TAC 285.3(d)(1).
- The installer must notify the DR of Coleman County for the final inspection within at least five working days before the requested date of the final construction inspection. All excavations must be left open until the inspection has been completed. 30 TAC 285.3(d)(2) & §285.61(11)
- If the installation is approved, a written Notice of Approval, (NOA) will be issued to the owner within seven days. 30 TAC 285.3(e)(1).
- The OSSF Installer or the installer's registered apprentice on record must be present on site during all OSSF site inspections 30 TAC 285.50(f), §285.61(9), (10).

**NOTE:** In the event of a re-inspection; the re-inspection fee equal to half the original permit fee shall be paid by the installer each time the system requires a re-inspection. All fees must be paid before the final Notice of Approval as final authorization is issued.

**ALL APPLICABLE OSSF APPLICATION FEES AND SYSTEM  
RE-INSPECTION FEES MUST BE MADE PAYABLE TO THE  
"COLEMAN COUNTY TREASURER OFFICE".**

**ALL FEES MUST BE PAID BY CHECK OR MONEY ORDER,  
CASH WILL NOT BE ACCEPTED.**

**&**

**ALL FEES ARE NON-REFUNDABLE**

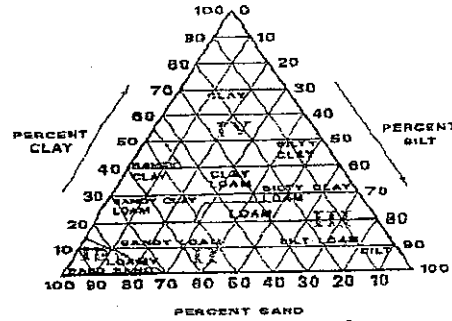
## COLEMAN COUNTY LOCAL AUTHORIZED AGENT OSSF SITE EVALUATION & PLANNING MATERIALS CHECKLIST

OWNER'S NAME \_\_\_\_\_ DATE: \_\_\_\_\_

The following information must be submitted with the design package for review by the permitting authority. Failure to include or address all of the following items may result in approval delays.

1. **SOIL/SITE EVALUATION:** A minimum of two soil borings or backhoe pits must be excavated at opposite ends of the proposed disposal area. The borings or pits must be excavated to a depth of two feet below the proposed excavation of the disposal area, or to a restrictive horizon, whichever is less. Two copies of the analysis results and the drawing must be submitted. The following information must be included:

- A. Depth of soil boring or backhoe pit.
- B. Soil texture analysis. List the soil class.
- C. Gravel analysis (if applicable).
- D. Restrictive horizons analysis.
- E. Groundwater evaluation.
- F. Topography.
- G. Flood hazard.
- H. Vegetation.
- I. Location of water wells, existing or proposed, and on adjacent properties.
- J. Location of any streams, ponds, lakes, rivers, creeks or slopes that impact the site.
- K. Location of foundations, buildings, surface improvements, property lines, easements, swimming pools, and other structures existing or proposed.



Clay - Smaller than 0.002 mm in diameter  
 Silt - 0.05 to 0.002 mm in diameter  
 Sand - 2.0 to 0.05 mm in diameter  
 Gravel - Greater than 2.0 mm in diameter  
*mm = millimeter*

Note 1: Sand shall be free of organic matter and shall be composed silica, quartz, mica, or any other stable mineral.  
 Note 2: Class Ia soils contain more than 30% gravel; therefore, they are not portrayed on the soil triangle.

Adopted January 20, 1997 Effective February 5, 1997

2. **PLANNING MATERIALS:** Submit two copies of the proposed treatment and disposal construction design. The following design criteria must be prepared and submitted for review:

- A. A scale drawing of the on-site sewage facility, showing all structures served 30 TAC 285.5(a).
- B. Materials prepared by a professional engineer or professional sanitarian must have appropriate seal, date, and signature 30 TAC 285.5(a)(2) & (3).
- C. Proposed designs must clearly indicate property lines and the location of all water wells 30 TAC 285.91(10)
- D. Site plans must show streams, ponds, lakes, rivers, creeks, and slopes. 30 TAC 285.91(10)
- E. Site plans must show surface improvements, easements, swimming pools, and any other structure, existing or proposed. 30 TAC 285.91(10)
- F. All separation distances identified in 30 TAC 285.91(10)-(Table X) must be shown.
- G. A sectional view of the tanks, including a pump tank detail, and excavations must be submitted.

NEW INSTALLATION  
OR  
 REPAIR / ALTERATION

**COLEMAN COUNTY**  
APPLICATION FOR ON-SITE SEWAGE FACILITY

100 WEST LIVEOAK STREET  
COLEMAN, TEXAS 76834  
325/456-4607  
325/625-4218

**COUNTY USE ONLY**  
APPLICATION NO. \_\_\_\_\_  
DATE \_\_\_\_\_  
AMOUNT \_\_\_\_\_

1. PROPERTY OWNER'S NAME: \_\_\_\_\_  
(Last) (First) (Middle)
2. CURRENT MAILING ADDRESS: \_\_\_\_\_
3. DAYTIME TELEPHONE NO.: (\_\_\_\_) \_\_\_\_\_
4. 911 SITE ADDRESS: \_\_\_\_\_
5. LEGAL DESCRIPTION: Sec. \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ Plat Date \_\_\_\_\_  
SUBDIVISION: \_\_\_\_\_  
OTHER THAN SUBDIVISION: Acreage: \_\_\_\_\_ Survey Name: \_\_\_\_\_  
Abstract Name/No.: \_\_\_\_\_
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 (ft<sup>2</sup>) \_\_\_\_\_
9. COMMERCIAL/INSTITUTIONAL (including multi-family residences) TYPE: \_\_\_\_\_  
NO. OF EMPLOYEES/OCCUPANTS/UNITS: \_\_\_\_\_ DAYS OCCUPIED PER WEEK: \_\_\_\_\_
10. SITE EVALUATOR: \_\_\_\_\_ LICENSE NO. \_\_\_\_\_  
PHONE NO.: \_\_\_\_\_
11. DESIGNER: \_\_\_\_\_ LICENSE NO. (PE or RS) \_\_\_\_\_  
PHONE NO.: \_\_\_\_\_
12. INSTALLER: \_\_\_\_\_ LICENSE 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 Coleman County, Designated Representative to enter upon the above described property location for the purpose of clarification of the soil/site evaluation and all other related OSSF inspection and/or investigation activities.

\_\_\_\_\_  
(SIGNATURE OF OWNER) (DATE)

**COLEMAN COUNTY  
ON-SITE SEWAGE FACILITY  
TECHNICAL INFORMATION FOR PERMIT  
APPLICATION # \_\_\_\_\_**

**\*\* DO NOT BEGIN CONSTRUCTION PRIOR TO RECEIVING APPLICATION APPROVAL. \*\*  
UNAUTHORIZED CONSTRUCTION CAN RESULT IN CIVIL AND/OR ADMINISTRATIVE PENALTIES.**

OWNER'S NAME: \_\_\_\_\_ COUNTY: COLEMAN

Professional design required?:  Yes  No If yes, professional design attached:  Yes  No

**I. SEWER (House drain):**

TYPE AND SIZE OF PIPE: \_\_\_\_\_ SLOPE OF SEWER PIPE TO TANK: \_\_\_\_\_

**II. DAILY WASTEWATER USAGE RATE: Q= \_\_\_\_\_ (gallons/day)**

WATER SAVING DEVICES:  Yes  No

**III. TREATMENT UNIT:  Septic Tank  Aerobic Unit**

- A. • TANK DIMENSIONS: \_\_\_\_\_ • LIQUID DEPTH (BOTTOM OF TANK TO OUTLET): \_\_\_\_\_
- SIZE REQUIRED: \_\_\_\_\_ • SIZE PROPOSED: \_\_\_\_\_
- MANUFACTURER: \_\_\_\_\_ • MATERIAL/MODEL #: \_\_\_\_\_
- PRETREATMENT TANK:  Yes  No  NA  
SIZE: \_\_\_\_\_ (gal)

B. OTHER: \_\_\_\_\_  
(Please attach description)

**IV. DISPOSAL SYSTEM: TYPE: \_\_\_\_\_**

- AREA REQUIRED: \_\_\_\_\_
- AREA PROPOSED: \_\_\_\_\_

**\*\*Provide the calculations for sizing this system or attach additional pages.**

**V. ADDITIONAL INFORMATION:**

**NOTE - THIS INFORMATION MUST BE ATTACHED FOR REVIEW TO BE COMPLETED,**

A. SOIL/SITE EVALUATION

B. PLANNING MATERIALS

**The attached checklist details those items that must be addressed under each of these categories.**

\_\_\_\_\_  
DESIGNER'S SIGNATURE                      OS                      LICENSE NO.                      DATE

**COLEMAN COUNTY  
 AUTHORIZED AGENT OSSF PROGRAM  
 SITE EVALUATION AND PLANNING MATERIALS FOR AN ON-SITE SEWAGE FACILITY**

The following information must be submitted with the design package for review by the Coleman County DR.  
 Failure to include or address all of the following items may result in approval delays.

Application No. \_\_\_\_\_

Applicant's Site Information		Site Evaluator Information	
Name		Name	
Address		Address	
City, State, Zip		City, State, Zip	
Phone No.		Phone No.	
County		License No.	

Additional information: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**SITE EVALUATION:** A minimum of two soil borings or backhoe pits must be excavated at opposite ends of the proposed disposal area. The borings or pits must be excavated to a depth of two feet below the proposed excavation, or to a restrictive horizon, whichever is less. The boring or pit locations must be indicated on the site diagram. This report shall include a groundwater evaluation, a surface drainage analysis, and all applicable minimum separation requirements in regards to 30 TAC 285.91(10) (Table X).

**PLANNING MATERIALS:** The proposed treatment and effluent disposal system shall be prepared based on the site evaluation. The submittal requirements must include the following details.

- A legible scale drawing of the on-site sewage facility, showing all structures served.
- Any documents prepared by a professional engineer or professional registered sanitarian must be signed, sealed, and dated.
- Proposed designs must comply with all separation distances identified in 30 TAC 285.91(10) Table X.
- A sectional view of the tanks, including pump tanks, and excavations must be submitted.

Soil Boring/Backhoe Pit Number <u>    #1    </u>						
Depth (Feet)	Soil Class 285.30(b)(1)(A)(i-v)	Gravel Analysis 285.30(b)(1)(B)	Restrictive Horizon 285.30(b)(1)(C)(i, ii)	Groundwater 285.30(b)(2)	Topography 285.30(b)(3)(A)	Flood Hazard 285.30(b)(3)(B)
0						
1 ft						
2 ft						
3 ft						
4 ft						
5 ft						
6 ft						
7ft						

Soil Boring/Backhoe Pit Number #2						
Depth (Feet)	Soil Class 285.30(b)(1)(A)(i-v)	Gravel Analysis 285.30(b)(1)(B)	Restrictive Horizon 285.30(b)(1)(C)(i,ii)	Groundwater 285.30(b)(2)	Topography 285.30(b)(3)(A)	Flood Hazard 285.30(b)(3)(B)
0						
1ft.						
2ft						
3ft						
4ft						
5ft						
6ft						
7ft						

**Schematic of Lot or Tract / Site Drawing**

Scale: 1 inch = 50 feet/or appropriate

\*If necessary the site diagram may be provided on separate pages.



Indicate Northern Direction

I certify that the results of this report are based on my site observations and are accurate to the best of my ability.

Signature: \_\_\_\_\_ Lic. No. OS \_\_\_\_\_ Date: \_\_\_\_\_  
 (Site Evaluator)