

**LLANO COUNTY
DEPARTMENT OF NATURAL RESOURCES
103 E Sandstone Street Suite B
Llano, Texas 78643
325/247-2039 / 325/247-3785 fax
rlmoore4@verizon.net**

The Site Evaluation Form and the Soil Evaluation Form must be filled out by a Professional Engineer or Licensed Site Evaluator, and submitted at the time the application is made, **before construction may begin**. The form includes a layout pattern on one side and the schematic is to be drawn to scale. Although our Development Permit is not a part of the OSSF process, we will require the Development Permit for new construction or major remodeling, to be issued at the same time as the OSSF Construction permit. A Development Permit is required for every structure being built or substantially modified in the county, even where the OSSF jurisdiction is LCRA, or where there is a sewer available, such as KMUD and Lake LBJ MUD.

We will not be issuing the permit at the time the application is submitted. If the application and the planning materials are approved, a construction permit will be issued, and you will be notified when the application has been approved.

The Installer should notify the county at least two working days before the OSSF will be ready for final inspection. Inspections will normally be done on Tuesday or Thursday.

Attached is a copy of the state regulations adopted by the county in 1999. If you have any questions please give me a call.

LLANO COUNTY OSSF PERMIT FEES (Effective 12/05/2005)

STANDARD Trench/Tank	\$225.00
Aerobic/Engineered Residential	\$310.00
Commercial	\$410.00
Civic, Religious Organization, Government	No Charge

Subject: OSSF (Septic) Permitting Process Changes (Mandated by TCEQ)

General Application Requirements.

- (1) The owner of owner's agent must obtain and authorization to construct from the permitting authority **before construction may begin** on an OSSF. Before an authorization to construct can be issued, the permitting authority shall require submittal of the following from the owner or owner's agent:
 - (A) an **application**, on the form provided by the permitting authority;
 - (B) all **planning materials**, some plans require a registered PE & RS, according to 285.5 of this title (relating to Submittal Requirements for Planning Materials);
 - (C) the results of a **site evaluation**, conducted by a Professional Engineer or licensed Site Evaluator; and
 - (D) the appropriate fee.

Action on Applications.

The permitting authority **shall either approve or deny** an application **within 30 days** of receiving an application. **If the application and planning materials are approved, the permitting authority shall issue an authorization to construct.** If the application and planning materials are denied, the permitting authority shall explain the reasons for the denial in writing to the owner, and the owner's agent.

Construction and Inspection.

An authorization to construct is valid for one calendar year from the date of its issuance. If the installer does not request a construction inspection by the permitting authority within one year of the issuance of the authorization to construct, the authorization to construct expires, and the owner will be required to submit a new application and application fee before an OSSF can be installed. A new application and application fee are not required if the owner decides not to install an OSSF.

The installer shall notify the permitting authority at least two working days before the date the OSSF will be ready for inspection. Inspections will normally be done on Tuesday or Thursday mornings.

The permitting authority shall conduct a construction inspection.

If the OSSF does not pass the construction inspection, the permitting authority shall:

- (A) at the close of the inspection, advise the owner and the owner's agent, if present, of the deficiencies identified and that the OSSF cannot be used until it passes inspection; and
- (B) within seven calendar days after the inspection, issue a letter to the owner and the owner's agent listing the deficiencies identified and stating that the OSSF cannot be used until it passes inspection.
- (C) If a reinspection is necessary, and reinspection fee may be assessed by the permitting authority.
- (D) The reinspection fee must be paid before the reinspection is conducted.
- (E) **Notice of Approval.**

After the OSSF has passed the construction inspection, the permitting authority shall issue, to the owner or owner's agent, a written notice of approval for the OSSF. The notice of approval shall have a unique identification number, and shall be issued in the name of the owner.

**LLANO COUNTY On Site Sewage Facilities
SITE EVALUATION FORM**

Date: _____

Property Owner: _____ Address: _____

Telephone ____ Area ____ - ____ Needs Development Permit? ____ Already Exists# _____

Site Evaluator Name & Certification #: _____

Installer Name & Certification#: _____

Legal Description of Property:

Subdivision: _____ Sec _____ Lot _____ Blk _____

Survey: _____ Abstract: _____

Property Size: _____ Acres: _____

Existing or proposed structure to be served: _____

____ Bedrooms ____ Bathrooms ____ Square Footage

Topography: (Circle)

Slope: Flat (under 2%) Slight (under 4%) Severe (over 5%)

Vegetation: Grass/Brush Lightly Wooded Heavily Wooded

Site Drainage: Poor Adequate Good Other

Note: If slope is severe a Topo Survey with half foot contours must be provided with this form on the design. If the site drainage is poor or slope is flat then a detailed drainage plan must be provided on the design.

Flood Hazard: (Check)

Property is Located: Outside 100 Year Flood Plain In 100 Year Flood Plain

In 100 Year Flood Plain and Floodway

Note: Attach a FEMA Flood Insurance Rate Map (FIRM) with property location identification or current survey with Flood Plain determination.

Water Supply: (Circle) Public Community Private

Name of Water Supplier: _____

Note: If well is on-site, complete the following:

Size of Well _____ Depth of Well _____ ft. Year Drilled _____

Driller: _____

(Check all that apply) Sealing Block Present Well House Protecting Well

Well Log is Available (Attach if available)

Neighboring Wells Within 100 Feet of Property Line (must be included on the design if checked)

Signature of Licensed Site Evaluator/Installer

Date

**LLANO COUNTY
OSSF SOIL EVALUATION FORM**

Owner's Name: _____
 Physical Address: _____
 Site Evaluator: _____ Certification Number: _____
 Date Performed: _____ Proposed Excavation Depth: _____

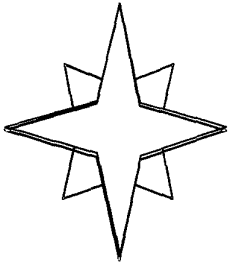
- At least two soil evaluations must be performed on the site, at the opposite ends of the proposed disposal area. Please show the results of each soil evaluation on a separate table. Locations of soil evaluations must be shown on the site drawing.
- for subsurface disposal, soil evaluations must be performed to a depth of at least 2 ft below the proposed excavation depth. For surface disposal, the surface horizon must be evaluated.
- Please describe each soil horizon and identify any restrictive features in the space provided below. Draw lines at the appropriate depths.

Depth (ft)	Textural Class	Structure (If app)	Drainage Mottles/ Water Table	Restrictive Horizon	Comments
0					
1					
2					
3					
4					
5					
6					

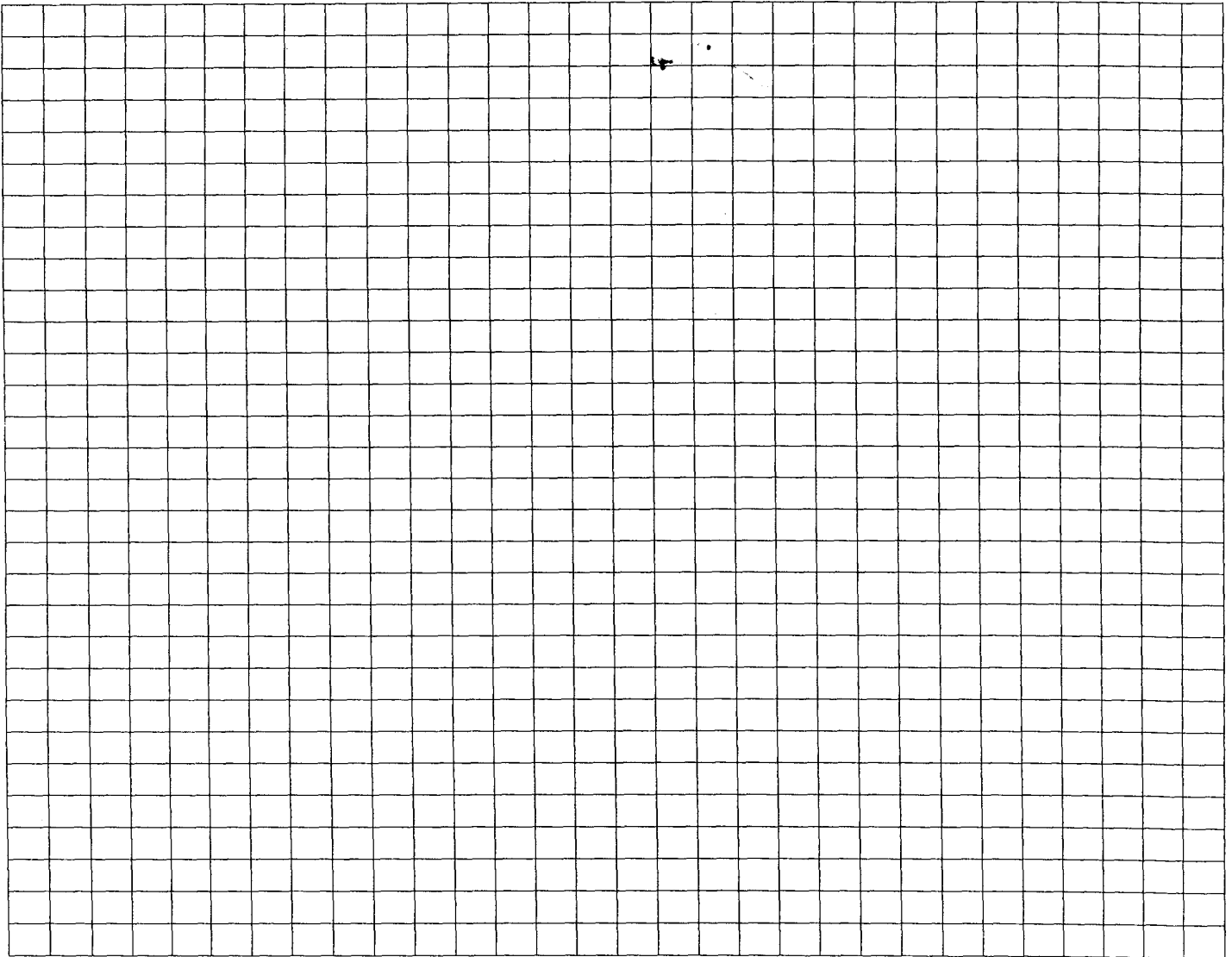
Depth (ft)	Textural Class	Structure (If app)	Drainage Mottles/ Water Table	Restrictive Horizon	Comments
0					
1					
2					
3					
4					
5					
6					

Signature of Licensed Site Evaluator/Installer

Date



Completely shade the Point
to indicate North



- This system design and site plan must show all proposed existing structures, property lines, easements, existing on-site sewage facilities, water wells within 100 feet of property lines and nearest named road.
- If this system is required to be designed by a registered professional engineer or registered sanitarian, the proposed design must be signed and sealed. If desired, a separate signed and sealed design may be attached.