



APPLICATION PROCEDURES  
FOR ON-SITE SEWER PERMITS

STANDARD SYSTEMS

1. Completed application signed by property owner
2. Site Evaluation
3. **Original** detailed drawing.
4. Landscaping plan
5. Prescribed application fees:     \$200.00 for New System  
   \$60.00 for add-on to existing system

AEROBIC SYSTEMS

1. Completed application signed by property owner
2. Site Evaluation
3. **Original** detailed design signed and sealed by a Professional Engineer or Registered Sanitarian
4. Affidavit to the Public with Filing Fees for the County Clerk (*Must be filled out with BLUE ink*)
5. Maintenance Agreement
6. Landscaping Plan
7. Prescribed application fees:     \$200.00 for New System  
   \$60.00 for add-on to existing system

Allow 7 to 10 days for review of plans and site evaluation.

**NOTE: ALL OF THE ABOVE REQUIRED INFORMATION WILL NEED TO BE TURNED IN AT ONE TIME. IF ANY ONE ITEM IS MISSING THE APPLICATION WILL NOT BE ACCEPTED.**

Revised 7/9/2021



**INSTRUCTIONS FOR EXECUTION OF AFFIDAVIT TO THE PUBLIC**

Attached is an Affidavit to the Public for actual water usage. The Trinity River Authority requires an Affidavit to the Public be filed at the County Courthouse anytime an Aerobic Treatment Unit is installed or when two or more lots are bound together by a wastewater system. This document will be filed with the property deed to notify prospective buyers of conditions present. This affidavit must be completed and returned to our office as soon as possible so we may authorize installation of your system. Please complete the following steps concerning this document:

1. Read the Affidavit to the Public, sign and date it where indicated before a Notary Public.
2. Return the Affidavit to the Public to us with a check made payable to the County Clerk in which your property is located. Please Put your Driver's License Number, Date of Birth and Telephone Number on the check.

If you have any questions, please contact this office at (936) 365-2292

<u>COUNTY</u>	<u>FILING FEE</u>
TRINITY	\$25.00
WALKER	\$25.00
POLK	\$25.00
SAN JACINTO	\$20.00

NOTE: PLEASE MAKE SURE THAT ALL AFFIDAVITS ARE ON LEGAL SIZE (8 ½ x 14) PAPER AND ARE COMPLETED IN **BLUE INK**.



Trinity River Authority of Texas
LAKE LIVINGSTON PROJECT

Serving as an agent of the Texas Commission On Environmental Quality.

P.O. Box 360
Livingston, TX 77351

A/C 936
365-2292

APPLICATION FOR ON-SITE SEWERAGE FACILITY

I hereby make application to install and operate an on-site sewerage facility within the 2,000 foot Water Quality Zone as designated by TAC Regulation 285.3 of the Texas Commission On Environmental Quality.

NAME OF APPLICANT (Last) (First) (Middle)

MAILING ADDRESS (Street, P.O. Box) (City) (State) (Zip Code)

HOME TELEPHONE NO. BUSINESS TELEPHONE NO.

LOCATION OF PROPOSED CONSTRUCTION: COUNTY

SUBDIVISION SECTION BLOCK LOT

DESCRIBE LOCATION IF NOT IN SUBDIVISION

LOT DIMENSIONS

TYPE OF CONSTRUCTION COMMERCIAL ( ) DWELLING ( )

WATER SAVING DEVICES INCLUDED NO. OF BEDROOMS SQUARE FOOTAGE

INSTALLER TCEQ LICENSE NO.

SEPTIC SYSTEM: PROPOSED ( ) EXISTING ( ) HOLDING TANK ( )

If existing system complete the following items:

SIZE OR DIMENSION OF TANK

DRAINFIELD: A. WIDTH OF DRAINFIELD DITCH

B. TOTAL LENGTH OF DRAINFIELD

C. TOTAL TRENCH BOTTOM AREA OF DRAINFIELD (Length x Width)

D. DRAINFIELD DISTANCE FROM WATER'S EDGE (131 FT. MSL)

Authorization is hereby given to the Trinity River Authority of Texas, Texas Department of Health, and the Texas Commission On Environmental Quality or their agents or designees, singularly or jointly, to enter upon the described property for the purpose of performing site evaluations, inspection septic systems or for any reason consistent with the water quality programs of the Trinity River Authority of Texas, The Texas Department of Health or the Texas Commission On Environmental Quality.

Signature of Applicant

Date

**LANDSCAPING PLAN**

**Terms and Conditions**

**ACCEPTANCE:**

1. This Landscape plan is offered for acceptance subject to the following terms and conditions unless specifically agreed to otherwise, in writing be a representative of \_\_\_\_\_.
2. This Landscape plan is limited to the equipment, labor and service specifically described and none other is intended or implied.

**INSTALLATION:**

1. Homeowner agrees to allow contractor access to property with any and all equipment and material necessary to complete the installation of an on-site system.
2. Homeowner agrees that the possibility of ground damage may occur from the heavy equipment and material being moved on-site and/or that wet ground conditions may create excessive ground damage during the installation process.
3. Homeowner agrees that during the course of the installation extra soil will be left over due to the tank displacement.
4. Homeowner agrees that existing ground cover (grass) may be permanently displaced during the course of the on-site installation.
5. Homeowner agrees that the possibility of vegetative (tree,shrub) loss may occur as a result of the on-site installation.
6. Homeowner agrees that there is a possibility that some ground settling may occur in the disturbed soil area after the contractor has completed the installation and left the premises.

**CONTRACTOR RESPONSIBILITY:**

1. Contractor agrees that all work shall be completed in a workman like manor according to standard practices.
2. Contractor agrees to make a reasonable attempt to minimize ground damage during the course of the on-site installation.
3. Contractor agrees to backfill around all tanks and sewer pipe placed into the ground to a minimum of grade level.
4. Contractor agrees to spread excess soil to adjacent area of the installation site unless otherwise directed by the homeowner or if inclement weather prevents this action, the soil will be left at its present location.

**HOMEOWNER RESPONSIBILITY:**

1. Homeowner agrees to re-grade soil in areas where soil settling has occurred.
2. Homeowner agrees to re-seed or sod areas of disturbed soil where existing ground cover was present prior to the on-site installation.
3. Homeowner agrees to seed or sod any and all areas located within the surface application area upon completion of the on-site installation.
4. Homeowner agrees to rake to grade any an all areas disturbed by the on-site installation.
5. Homeowner agrees to dispose of any stumps or roots exposed or removed during the course of the on-site installation.

**ADDITIONS/EXCLUSIONS:**

The following terms and conditions that shall be included into this agreement:

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Installer: \_\_\_\_\_ Homeowner: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_



**TO ALL AEROBIC WASTEWATER SYSTEM OWNERS:**

The Trinity River Authority (TRA) Resolution No. R-1048-2 adopted by the Board of Directors of the TRA requires all property owners within the TRA Water Quality Area of Lake Livingston to either enter into a maintenance agreement with a valid maintenance provider or become licensed by the TRA to maintain your own aerobic treatment unit located at your single-family residence.

Property owners wanting to perform maintenance on their own residential aerobic treatment system will need to produce and submit to the Authority a valid Certificate of Completion of either the Basic Maintenance Provider Course offered by the Texas Onsite Wastewater Association or the Aerobic/Surface Application O&M Course offered by the Texas Engineering Extension Service, or a valid TCEQ Class D Wastewater (Minimum) License, or an equivalent course approved by TCEQ and the Authority. Owners of aerobic systems that serve single-family residences that conduct maintenance on their own system must comply with all inspections, testing and reporting requirements as determined by TRA, using an inspection report form provided by TRA. Property owners who fail to submit required inspection reports to TRA shall forfeit their authority to self-maintain their aerobic treatment system and will be required to obtain a contract for maintenance of their system by a licensed maintenance provider.

You need to send TRA a copy of your maintenance agreement from your maintenance company or obtain the license from TRA to maintain your own system. Send your information to the Trinity River Authority @ PO BOX 360 Livingston, TX 77351. You can also email the maintenance agreement to [burnsmc@trinityra.org](mailto:burnsmc@trinityra.org) or [lantrip@trinityra.org](mailto:lantrip@trinityra.org) or [youngj@trinityra.org](mailto:youngj@trinityra.org)

Please feel free to contact us at 936-365-2292.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jacob Young', written over a white background.

Jacob Young  
Area Administrator  
Trinity River Authority  
Lake Livingston Project