City of Nevada, TX

SEPTIC APPLICATION PACKET



SUBMIT ALL APPLICATIONS TO
cityclerk@cityofnevadatx.org

424 E FM 6, Nevada, TX 75173

APPLICATION REQUIREMENTS & CHECKLIST:
ON-SITE WASTEWATER SYSTEM

1. Obtain an OSSF permit application from the City of Nevada.
2. A 911 address and property description are required.
3. 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*, an original copy must be submitted for all systems installed.
4. When the application is approved, an Authorization to Construct Permit will be issued. The permit is valid for one (1) year from the date of authorization. If the system is not installed within a one (1) year period, the owner will be required to re-apply for a new permit and pay a new fee.
5. The installer must notify the City of Nevada for inspections/final inspection within five working days before the requested date of the final construction inspection.
6. **ALL EXCAVATIONS MUST BE LEFT OPEN UNTIL THE INSPECTION HAS BEEN COMPLETED.**
7. The Installer will contact the City of Nevada to set up a date and time for inspection/final inspection. At the final inspection, if the system meets all TCEQ and City of Nevada requirements, a notice of approval will be issued.
8. If you are applying for an Aerobic Treatment System or any other system that requires secondary treatment, these documents must be on file with the City Hall prior to inspection:
    a. Signed & notarized affidavit showing ownership.
    b. Property Deed.
    c. Designs.
    d. Permit Application.
    e. Two-year maintenance contract.
9. 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*

ALL OSSF APPLICATION FEES AND APPLICABLE RE-INSPECTION FEES MUST BE PAID TO THE CITY OF NEVADA BEFORE THE FINAL NOTICE OF APPROVAL OR AUTHORIZATION IS ISSUED

Owner Name: _____ Date: _____

PERMIT REQUIREMENTS:

All General Contractor and Sub-Contractors (Plumbing, Mechanical, and Electrical, etc.) are required to register or validate a Permit. A building permit or contractor permit will not be accepted if the application is not properly completed. This means that all required information must be submitted, and all **VALIDATED** contractors must be licensed and currently registered with the city of Nevada.

Failure to include or address or address all the following items may result in approval delays.

A. 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 drawings must be submitted. The following information must be included:

☐	Depth of soil boring or backhoe pits.
☐	Soil texture analysis, list the soil class
☐	Gravel analysis
☐	Restrictive horizon analysis
☐	Ground water evaluation
☐	Topography
☐	Flood hazard
☐	Vegetation
☐	Location of water wells, existing or proposed, and on adjacent properties
☐	Location of any streams, ponds, lakes, rivers, creeks, or slope that impact the site
☐	Locations of foundations, buildings, surface improvements, property lines, easements swimming pools, and other structures existing or proposed

B. PLANNING MATERIAL:

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

☐	A scale drawing of the on-site sewage facility, showing all structures served *30 TAC 285.5(A)*
☐	Materials prepared by a professional Engineer or Professional Sanitarian must have appropriate seal, date, and signature *30 TAC 285.5 (A) (2) & (3)*
☐	Proposed designs must clearly indicate property lines and the location of all water wells. *30 TAC 285.91 (10)*
☐	Site plans must show streams, ponds, lakes, rivers, creeks, and slopes greater than 15%. *30 TAC285.91 (10)*
☐	Site plans must show surface improvements, easements, swimming pools, and any other structures, existing or proposed. *30 TAC 285.91 (10)*
☐	All separation distances identified in *30 TAC 285.91 (10)- (TABLE X)* must be shown
☐	A sectional view of the tanks, including a pump tank detail, and excavation

ON-SITE WASTEWATER SYSTEM
GENERAL NOTES

1. System installation must be completed by a registered installer of on-site sewage facilities. No component of this system shall be covered up without the City of Nevada written approval.
2. If any discrepancies exist between the approved design and the actual field conditions, it is the installer's responsibility to immediately notify the designer and City of Nevada prior to start of any work and submit and receive approval of any necessary changes in the proposed construction.
3. All construction methods and materials must be in accordance with the City/State rules and policies unless specifically noted on this drawing and approved by City of Nevada
4. Site shall be carefully finish graded after completion of system installation to provide positive storm water runoff. Absorption area shall be crowned. Drainage swales shall be constructed to adequately convey storm water away from the absorption area.
5. All inspections must be passed and Authorization to operate must be issued by City of Nevada before this on-site sewage facility can be used.
6. This system, if installed and operated in accordance with this plan, should not present a hazard to public health or threaten proposed or adjacent water wells.

This form must be completed and turned in with your permit application.

Signature: _____ Date: _____

OSSF/Septic Permit Application

City of Nevada | 424 E. 6 Nevada, TX 75173 | (972)-853-0027 | cityclerk@cityofnevadatx.org

Building Permit Number: _____
(given after approval/payment)

Property Address: _____
City: _____ **State:** _____ **Zipcode:** _____
Subdivision: _____

Property Owner: _____
Address: _____
City: _____ **State:** _____ **Zipcode:** _____
Email: _____
Phone Number: _____

Contractor: _____
Address: _____
City: _____ **State:** _____ **Zipcode:** _____
Email: _____
Phone Number: _____

ALL CONTRACTORS AND SUBCONTRACTORS MUST BE REGISTERED WITH THE CITY OF NEVADA

System Type: _____

New? YES ☐ NO ☐ **Modification?** YES ☐ NO ☐ **Existing?** YES ☐ NO ☐

Number of Heads: _____
Area: _____
Radius: _____
NOTES: _____
_____
_____

COUNTY OF Collin County
STATE OF TEXAS

AFFIDAVIT

CERTIFICATION OF OSSF REQUIRING MAINTENANCE

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

I

The Texas Health and Safety Code, Chapter 366 authorizes the TCEQ to regulate OSSFs. Additionally, the Texas Water Code (TWC), § 5.012 and § 5.013, give 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 owners 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 OR ATTACH LEGAL DESCRIPTION ONLY):**

The property is owned by (OWNER'S FULL NAME) _____

This OSSF must be covered by a continuous service policy for the first two years. After the initial two-year service policy, 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 OSSF may be obtained from **Collin County Development Services.**

WITNESS BY HAND(S) ON THIS _____DAY OF _____, 20 _____ .

_____ _____

_____ _____

Owner(s) signature(s) **(PRINTED NAME)**

SWORN TO AND SUBSCRIBED BEFORE ME ON THIS _____DAY OF _____, 20____ .

Seal

_____

Notary Public, State of Texas

Notary's Printed Name: _____
My Commission Expires: ____/_____/20____