

Cooke County Permit Requirements

ON-SITE SEWAGE FACILITIES

*Cooke County Environmental Health
Courthouse, Suite 18
101 South Dixon Street
Gainesville, Texas 76240
(940) 668-5454*

Application Fee
Final Inspection \$250.00

Alterations/Repairs
Application on file \$100.00
No application on file \$250.00

Certifications
See Referrals

Subdivision Soil Analysis Evaluation
\$100.00 plus \$20.00 per lot

Application Time Limit - 1 year

Cooke County Environmental Health Services

On-site Sewage Facility License Requirements....

Every resident or contractor who either builds or moves a building or structure for occupancy must acquire a license from the county before installation of a private sewage facility. A license is also required before any alterations, repairs or extensions are performed on an existing system. The minimum lot size for accommodating a private sewage facility is 1 (one) acre.

Applications for a private sewage facility license can be obtained from the Environmental Health office in the Cooke County Courthouse in downtown Gainesville, Texas.

**ONE ACRE MINIMUM UNLESS
IN LAKE RAY ROBERTS P&Z JURISDICTION**

Flood Plain Management

There are regulations within Cooke County concerning development permits for construction in flood plain areas. Every resident or contractor who develops property in flood plain areas must acquire a permit from the Cooke County Environmental Health office. Development includes new buildings or structures, built or moved on site, modular homes, mobile homes, fills and excavations.

Subdivision Requirements

A subdivision is defined as the division of one piece of property into 2 or more. Cooke County has developed subdivision regulations to insure planned development of these areas so no drainage, maintenance, economic or health problems will result. Copies of the regulations are available from the Cooke County Environmental Health office.

How do I get a permit for a Private On-site Sewage Facility in Cooke County?

1st Obtain an Application for Flood Plain Development and Private Sewage Facility from the Cooke County Environmental Health office (940-668-5454).

2nd The homeowner must complete, **sign**, and return to the Cooke County Environmental Health office with \$250.00 fee. Please also include a drawing of the proposed layout of the building site, including house location, driveways, decks, water wells or lines, acreage of property (or building site) and approximate distances to property lines, fences, etc. (Drawing is only necessary if it is convenient). **A copy of the deed must be submitted to verify ownership, show right-of-way and utility easements, and/or any liens against the said property.**

3rd The Contractor, the Installer, or homeowner must contact and pay the fee for a **certified Site Evaluator** to perform a soil analysis and a site evaluation of the property. (See Installer List) The original copy of the soil analysis and site evaluation must be submitted to our office before a right-to-construct is issued to the OSSF Installer and a final inspection of the OSSF can be completed.

4th Please note if a Class IV soil texture is determined:

Affidavit to the Public must be signed by the homeowner and notarized before a final inspection is performed. There is a \$30.00 filing fee to file the affidavit in the County Clerk's Office.

A certified Professional Engineer or Registered Sanitarian must engineer an Aerobic Design. The original PE Design must be submitted to our office before a right-to-construct is issued to the OSSF Installer and a final inspection of the OSSF can be completed.

The homeowner and the service provider must sign a two-year initial service/maintenance contract and the original must be submitted to our office.

5th The installer will contact the inspector at least 24 hours in advance for the final inspection. 940-668-5454 If the original design, drawing, and/or layout of the septic system was altered or changed from the approved design, drawing, and/or layout, an as-built design, drawing, or layout must be submitted to the inspector at the time of final inspection.

6th A final inspection report, drawing of the layout of the system and approval to operate will be available to the homeowner and installer upon request from the Cooke County Environmental Health office.

7th A 911 Rural Address must be assigned to the property before an OSSF permit is issued. To receive your 911 Rural Address please contact the 911 Rural Addressing Department at 903-813-3565

LAND AMOUNT NEEDED FOR AN ON-SITE SEWAGE FACILITY:

Land within the Lake Ray Roberts' Planning and Zoning Commission must be 1.5 acres within the 2500 feet up to 5000 feet jurisdiction and land within the 2499 feet to the actual lake take line of Lake Ray Roberts is 2.5 acres to be permitted for an On-Site Sewage Facility, unless the land is deemed applicable under the Grand-Father Clause of less than the stated designated acreage.

All other areas of rural Cooke County must have at least one acre of land to be permitted for an On-Site Sewage Facility, unless a piece of land is deemed to be applicable under the Grand-Father Clause of less than one acre.

APPLICATION FOR ON-SITE SEWAGE FACILITY

DATE APPLIED: _____

INSTALLER: _____

PERMIT #: _____

TYPE OF SYSTEM: _____

DATE OF
FINAL INSPECTION: _____

AMOUNT ENCLOSED: _____

To the Cooke County Environmental Health Office:

I hereby make application for Authorization to Construct and License to Operate a private sewage system in Cooke County as required by the Texas Natural Resource Conservation Commission (TNRCC) and the Cooke County Environmental Health Office.

PROPERTY OWNER(S) NAME:

LAST: _____ FIRST: _____

CURRENT MAILING ADDRESS:

911 RURAL ADDRESS:

TELEPHONE NUMBER(S):

HOME: _____ WORK: _____ OTHER: _____

DESCRIPTION OF LOCATION OF PROPERTY:

SUBDIVISION: _____ LOT NUMBER: _____

TYPE OF DWELLING:

() House () Mobile Home / House Trailer () RV / Travel Trailer () School

() Church Building () Commercial _____ () Other _____

NUMBER OF PEOPLE PERMANETLY LIVING IN DWELLING: _____ people

PROPOSED NUMBER OF BEDROOMS: _____ bedrooms

SQUARE FEET OF LIVING SPACE: _____ square feet

TYPE OF WATER SYSTEM: () PUBLIC () PRIVATE OR WATER WELL

DEVELOPMENT LOCATED IN A FLOOD HAZARD: () YES () NO

AUTHORIZATION IS HEREBY GIVEN TO THE COOKE COUNTY ENVIORNMENTAL HEALTH OFFICE, TNRCC, AND TO THEIR AGENTS OR DESIGNEES, SINGULARLY OR JOINTLY TO ENTER UPON THE ABOVE DESCRIBED PROPERTY DURING DAYLIGHT HOURS FOR THE PURPOSE OF MAKING INSPECTION ON THE PRIVATE SEWAGE SYSTEM OR ANY REASON CONSISTENT WITH THE WATER QUALITY PROGRAM BY TNRCC AN THE COOKE COUNTY ENVIRONMENTAL HEALTH DEPARTMENT.

SIGNATURE OF APPLICANT

DATE

MAIL APPLICATION TO:
Cooke County Environmental Health Department
Cooke County Courthouse --
101 South Dixon Street
Gainesville, Texas 76240
940-668-5454 or 940-665-9380 (fax)

AFFIDAVIT TO THE PUBLIC

THE COUNTY OF COOKE * *
STATE OF TEXAS * *

Before me, a certified notary of the public, on this day personally appeared _____ stating he/she/they are the owner parcel of land lying and being situated in Cooke County, Texas, and being more particularly described as follows:

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

The Texas Health and Safety Code, Chapter 366 authorizes the Texas Commission on Environmental Quality (TCEQ) to regulate on-site sewage facilities (OSSFs). Additionally, the Texas Water Code (TWC), 5.012 and 5.013, gives the TCEQ 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 TCEQ, under the authority of the TWC and the Texas Health and Safety Code, requires owner's to provide notice to the public that certain types of OSSFs are located on specific pieces of property. To achieve this notice, the TCEQ requires a deed recording. Additionally, the owner must provide proof of the recording to the OSSF permitting authority. This deed certification is not a representation or warranty by the TCEQ or Cooke County Environmental Health Department of the suitability of the OSSF, nor does it constitute any guarantee by the TCEQ or the Cooke County Environmental Health Department that the appropriate OSSF was installed.

This OSSF must be covered by a continuous maintenance contract, according to the 30 Texas Administrative Code 285.91(12). All maintenance on this OSSF must be performed by an approved maintenance company, and a signed maintenance contract must be submitted to the Cooke County Environmental Health Department.

The owner or undersigned states that he/she will, upon any sale or transfer of the above described property, request a transfer of the permit for the OSSF to the buyer or the new owner. A signed maintenance contract by the new owner/transferee must be submitted to the Cooke County Environmental Health within 30 days after the property has been transferred. Any new owner or transferee is hereby notified that the same restrictions apply to them (new owner or transferee). A copy of the planning materials for the OSSF can be obtained from the Cooke County Environmental Health Department. For more information concerning the rules or regulations on on-site wastewater treatment systems, please contact the Division of Water Hygiene, Texas Department of Health, 1100 W. 49th Street, Austin, Texas 78756.

WITNESS MY/OUR HAND(S) ON THIS _____ DAY OF _____ 20____.

(Name(s) of Homeowner(s))

SWORN TO AND SUBSCRIBED BEFORE ME on this _____ Day of _____ 20____

Notary Public, State of Texas
Notary's Printed Name:
My Commission Expires: