



HUDSON OAKS

OSSF Permit Application

City of Hudson Oaks

210 Hudson Oaks Drive
Hudson Oaks, TX 76087
Phone: 682-229-2402

Project Address: _____			Permit #: _____
Lot: _____	Block: _____	Subdivision: _____	
Public Water Supply or Private Well? _____			Lot Size: _____
Water Saving Devices? <input type="checkbox"/> Yes <input type="checkbox"/> No		Is property in Floodplain? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Owner Information: _____			
Name: _____		Contact Person: _____	
Address: _____			
Phone Number: _____		Fax Number: _____	Mobile Number: _____

Project Information

Type of Dwelling:

<input type="checkbox"/> Residential	Number of Bedrooms _____	Living Area (square footage) _____
<input type="checkbox"/> Commercial	Number of Occupants _____	Number of Days Occupied _____
Number of Bathrooms and Showers _____		

Type of Construction: New Existing/Minor Modification

Reason for modification: _____

Description of work: _____

Modifications: *Must submit any available original system designs and plans. Site diagram to include all existing structures, pools, sprinkler/disposal areas, slopes, landscaping, wells, and property lines. Aerobic modifications, must submit current maintenance contract and inspection.*

Type of OSSF System: Aerobic Conventional

Name of manufacturer: _____

Brand of system: _____

Designer of system	Contact Person	Phone Number	License Number <input type="checkbox"/>
Installer of system	Contact Person	Phone Number	License Number <input type="checkbox"/>
Site Evaluator	Contact Person	Phone Number	License Number <input type="checkbox"/>

Authorization is hereby given to the City's Designated Representative to enter upon the above described property for the purpose of lot evaluation and inspection of the on-site sewage facility. A permit to operate the facility will be granted when Notice of Approval is received by the City.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Applicant: _____ Date: _____

OFFICE USE ONLY:

Approved by: _____	Date Approved: _____
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Total Fees: _____

Issued Date: _____

Issued By: _____

BV Project # _____



OSSF Plan Review Checklist

City of Hudson Oaks
210 Hudson Oaks Drive
Hudson Oaks, TX 76087

Project Address: _____

Date Received: _____ **Valuation:** _____

The items listed below are required for OSSF review.

- _____ OSSF Permit Application
- _____ OSSF Technical Information Sheet
- _____ Site Evaluation (soil, topography, vegetation)
- _____ Site Diagram – Original and to scale
(Must include spray area, elevations, grading, trees, vegetation, ditches, drainage easements, creeks, floodplain area)
- _____ System Name and Design - systems of 5000 gallons or more MUST be submitted to the Texas Commission on Environmental Quality for review.
- _____ Spray Irrigation Design
- _____ Pump/Alarm Diagram (gallons must be clearly marked)
- _____ Affidavit Surface Irrigation – (to be completed by owner of property.) Must be notarized and filed with Denton County Records. After sale or transfer of property a Transfer of Ownership is to be submitted to the City with new owner(s) name.
- _____ System Installers Registration (Copy) and Certification
- _____ Maintenance Agreement – to be submitted at time of application in order to construct the OSSF. An updated initial contract is also to be submitted to reflect date of sale by the builder for a new single family dwelling or date of notice of approval for an existing single family dwelling with new owner(s) name.
- _____ Contractor Registration required for OSSF Installer.



OSSF Transfer Of Ownership

City of Hudson Oaks
210 OSSF Drive
Hudson Oaks, TX 76087

(Please Print)

Address: _____

Permit #: _____

Previous Owner: _____

New Owner: _____

Date of Sale of Property: _____

The undersigned acknowledges that a properly installed sewage facility can malfunction for various reasons including but not limited to increases in water usage, water leaks, seasonally high water tables, soil conditions, rainfall, and/or low evaporation rates. It is the owner's responsibility to correct, change, increase, or update the system if failure occurs to a properly installed system.

A current signed maintenance contract must be submitted to the City of Hudson Oaks within 30 days of transfer of property. The owner must maintain and operate the facility as required by all City, State and Federal regulations.

Signature of New Owner: _____

Application Date: _____



AFFIDAVIT TO THE PUBLIC

THE COUNTY OF PARKER
STATE OF TEXAS

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

The Texas Health and Safety Code, Chapter 366 authorizes the Texas Commission on Environmental Quality (Commission) to regulate on-site sewage facilities. Additionally, the Texas Water Code (TWC), §5.013, gives 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 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 commission 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 of warranty by the Commission of the suitability of the OSSF, nor does it constitute any guarantee by the Commission that the appropriate OSSF was installed.

An OSSF requiring a maintenance contract, according to 30 Texas Administrative Code §285.91(12) will be installed on the property described as (insert legal description):

Before me, the undersigned, personally appeared on who, after being duly sworn upon oath, states that he/she is the owner of record of the tract or parcel of land situated in Parker County, Texas, identified above.

The undersigned further states that a surface application on-site sewage treatment system has been installed in accordance with the permitting provisions of the City of Hudson Oaks. The undersigned has entered into a continuous maintenance contract. All maintenance must be performed by an approved company, and a signed maintenance contract must be submitted to Parker County Deed of Records within 30 days after the property has been transferred.

Further, the undersigned states that he/she will, upon any sale or transfer of the property, provide the new owner a copy of the planning materials for the OSSF. A copy of the materials can be obtained from Parker County Deed of Records or the City of Hudson Oaks.

(Owner's Signature)

WITNESS MY / OUR HAND(S) ON THIS ___ DAY OF ___, 20__.

(notary seal)

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

(DO NOT WRITE BELOW THIS LINE)