

# BASTROP COUNTY ON-SITE SEWAGE FACILITIES (OSSF)

211 Jackson Street, Bastrop, Texas 78602 ♦ 512 / 581-7176 ♦ 512 / 581-7178 (fax) ♦ Website: www.co.bastrop.tx.us

OFFICIAL USE ONLY

OSSF- \_\_\_\_\_

**PRINT CLEARLY AND COMPLETE ALL QUESTIONS. ENTER "N/A" IF ITEM DOES NOT APPLY. DO NOT LEAVE ANY ITEM BLANK.**

## REQUIRED DOCUMENTS –Application must include items shown below. An incomplete/illegible application will delay process and may be returned.

- Proof of Ownership
- Copy of Survey or Plat
- Site Plan
- Other Required Documents

### On-Site Sewage Facility Must Include:

- Septic Plan/Specifications
- Site Evaluation Report
- Floor Plan

### Aerobic OSSF Only Must Include:

- Affidavit for Maintenance
- Maintenance Contract

## PROPERTY OWNER INFORMATION –Enter property owner information only; do not enter builder or agent information.

Name(s) Shown on Deed: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Apt/Unit/Ste #: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

## PROPERTY DESCRIPTION –Refer to Bastrop Central Appraisal District on-line property records at www.bastropcad.org or call 512-303-1930.

Property ID Number(s): R \_\_\_\_\_ Number of Acres: \_\_\_\_\_  
Legal Description(s): \_\_\_\_\_  
Does this property comply with local subdivision plat requirements or meet an exception to the plat requirements?  Yes  No

## FLOODPLAIN/FLOODWAY –Refer to FEMA flood [map](#)

Is any part of the property within the Federal Emergency Management Agency (FEMA) 100-year floodplain?  Yes  No

## DEVELOPMENT INFORMATION –

Classification:  Single Family Residential  Non Single-Family Residential  Main  Guest/Secondary  Duplex  Accessory Building  
 Multi-Family  Single-Unit Commercial  Multi-Unit Commercial  
Construction:  Site-Built  Mobile/Pre-manufactured  RV/Travel Trailer  Other: \_\_\_\_\_  
Foundation:  Slab  Pier and Beam  Road Base  Other: \_\_\_\_\_  
Dimensions: Occupied Square Footage (heat/cool): \_\_\_\_\_ Total Square Footage: \_\_\_\_\_  
Bathrooms: \_\_\_\_\_ Bedrooms: \_\_\_\_\_ Number of Floors/Subfloors: \_\_\_\_\_ Kitchens: \_\_\_\_\_  
Contractor: \_\_\_\_\_  
Daytime Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

## ON-SITE SEWAGE FACILITY

Designer's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_ License #: \_\_\_\_\_  
Maintenance Provider: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_ License #: \_\_\_\_\_  
Installer's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_ License #: \_\_\_\_\_  
Installation Type:  Standard Design  Professional Design  Modification  Tank Replacement  
System Type: \_\_\_\_\_ Brand: \_\_\_\_\_  
Water Source:  Private Water Well  Public Water System: Name: \_\_\_\_\_  
Access to Property is required:  Gate code- \_\_\_\_\_  No Gate  Prefer to provide access at a scheduled time

## ACKNOWLEDGEMENT –Read and acknowledge

I certify that all information, statements and documents provided are true and correct to the best of my knowledge. I understand that permit(s) may be revoked by Bastrop County, its duly appointed agents, representatives and staff ("the County") at their discretion. Should development/plans be altered, I agree to submit a revised application, pay any additional fees, and immediately cease development until further notice by the County. I acknowledge that the submittal of this application and any subsequent permit(s)/correspondence(s) does not create liability on the part of the County; in addition I agree to hold the County harmless against any actions for resulting personal injury or property damage. I hereby grant the County access to the identified property for site, development, and compliance inspections.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_  Owner  Owner's Agent (Owner's written approval required.)

# APPLICATION REQUIREMENTS

Application submittal includes all items shown below. An incomplete/illegible application will delay process and may be returned.

## 9-1-1 ADDRESS, DRIVEWAY & DEVELOPMENT

- |   |  |
|---|--|
| <input type="checkbox"/> Fee                    | <input type="checkbox"/> Site Plan               |
| <input type="checkbox"/> Completed Application  | <input type="checkbox"/> Release of Easement*    |
| <input type="checkbox"/> Proof of Ownership     | <input type="checkbox"/> Other Permit(s)*        |
| <input type="checkbox"/> Copy of Survey or Plat | <input type="checkbox"/> Additional Information* |

\* As Requested

\*\* Aerobic System Only

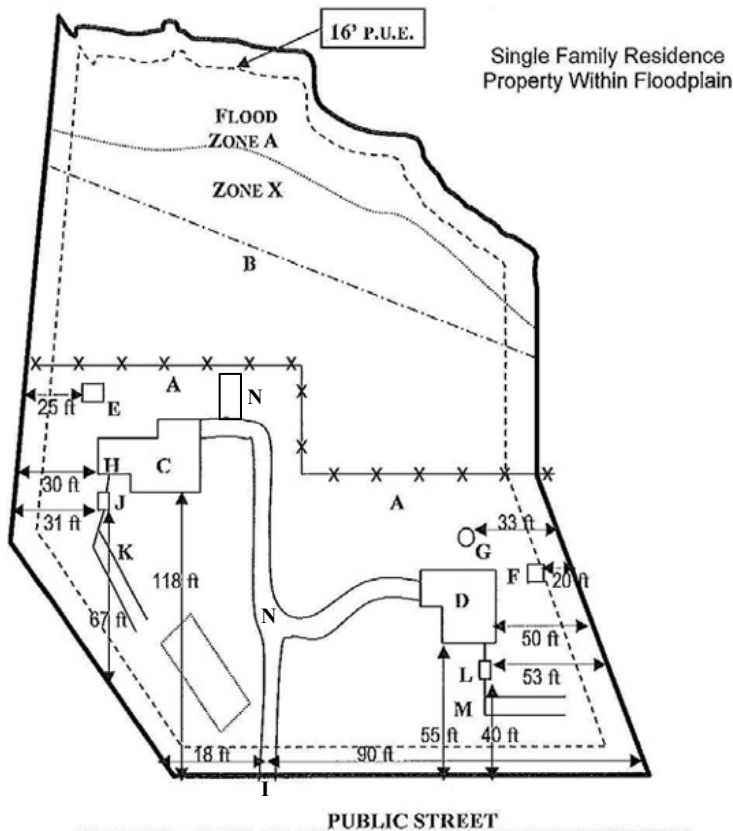
## ON-SITE SEWAGE FACILITY (OSSF)

- |   |  |
|---|--|
| <input type="checkbox"/> Fee                        | <input type="checkbox"/> Release of Easement*    |
| <input type="checkbox"/> Completed Application      | <input type="checkbox"/> Soil Evaluation Report  |
| <input type="checkbox"/> Proof of Ownership         | <input type="checkbox"/> Maintenance Contract**  |
| <input type="checkbox"/> Copy of Survey or Plat     | <input type="checkbox"/> Applicable Affidavit(s) |
| <input type="checkbox"/> Septic Plan/Specifications | <input type="checkbox"/> Floor Plan              |
|   | <input type="checkbox"/> Additional Information* |

## LOST PINES HABITAT CONSERVATION (LPHCP)

[Contact the LPHCP Administrator for participation information.](#)

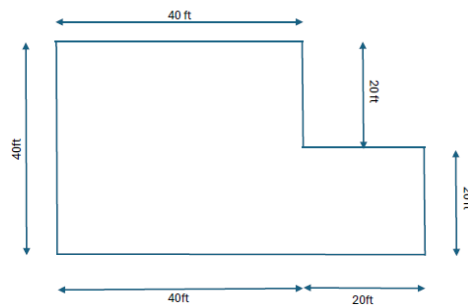
## SAMPLE SITE PLAN



Note: Property gently slopes (<2%) from the SW corner to the NE corner

- A. Existing fence line (does not encroach drainage easement)
- B. Drainage easement (undeveloped and maintained)
- C. Proposed 4-bedroom, 2800 sq. ft. site-built house
- D. Existing 3 bedroom, 2300 sq. ft. site built house
- E. Proposed outbuilding
- F. Existing outbuilding
- G. Proposed above-ground pool
- H. Patio
- I. Driveway\*\*
- J. Proposed septic tank
- K. Proposed drain field
- L. Existing septic tank
- M. Existing drain field
- N. Driveway extension\*\*

Footprint



\*\***Driveway/ Driveway Extension-** (Length and Width)

**PROOF OF OWNERSHIP:** A copy of the deed is required.

**COPY OF SURVEY OR PLAT:** A copy of the survey map is required or plat.

**COPY OF OTHER REQUIRED PERMITS:** (example: TxDOT driveway permit, Utility, etc.)

**RELEASE OF EASEMENT:** Release is required when construction extends onto or across an easement. (Document will need to be filed and recorded at the [Bastrop County Clerk's Office](#))

**FEES:** As indicated on the Application Fees.

# Development Services Application Fees

*A check or money order payable to Bastrop County for the appropriate fee(s) must accompany the completed application.  
Fees are non-refundable.*

<b>Development Permits</b>	
911 Address	\$0.00
Driveway	\$50.00
Driveway constructed without a permit	\$75.00
Single-Family	\$225.00
Single Family (in Flood Plain)	\$300.00
Accessory/Incidental (in Flood Plain)	Add \$50 to Tiered Fees
Accessory/Incidental	Tiered
up to 200 SF	\$50.00
200SF - 1,000 SF	\$100.00
< 1,000 SF	\$500.00
Recreational Vehicle	\$225.00
Recreational Vehicle (in Flood Plain)	\$300.00
Condominium Regime (without Floodplain)	\$500+\$450/Unit
Condominium regime (with Floodplain)	\$800+\$450/Unit
Manufactured Home Rental Community (without Floodplain)	\$500+\$450/Slot
Manufactured Home Rental Community (with Floodplain)	\$800+\$450/Slot
Manufactured Home Rental Community- Final Inspection	\$100/Slot
RV Park (without Floodplain)	\$500+\$450/RV Slip
RV Park (with Floodplain)	\$800+\$450/RV Slip
RV Park-Final Inspection	\$100/RV Slip
Commercial Site Plan per Acre of Disturbed Area	
Site up to one(1) Acre	\$4,000.00
Each Additional Acre	\$800.00
Additional Fee with Floodplain	\$300.00
Non-Single Family Residential	
Without Floodplain	\$500+\$450/Unit
With Floodplain	\$800+\$450/Unit
Utility Permit/Work within the Right-Of-Way (overhead/ bore)	\$100.00
Utility Permit/Work within the Right-Of-Way (road cut) Stock	\$500.00
Pond (Cut/Fill)	\$250.00
<b>OSSF</b>	
Standard Residential	\$600.00
Standard Commercial	\$1,000.00
Non-Standard, designed by PE or Designer	
Residential	\$700.00
Aerobic Residential	\$700.00
Commercial	\$1,200.00
Aerobic Commercial	\$1,200.00
OSSF Design Resubmission	\$250/Resubmission
System modification	
Residential	\$300.00
Commercial	\$500.00
Re-Inspection	\$200/Inspection
Maintenance contract late fee	\$100.00
OSSF renewal fee Residential	\$20.00
OSSF renewal fee Commercial	\$20.00