



Grayson County OSSF Division
100 W. Houston, Ste. G3, Sherman, TX 75090
(903)-813-4253 or (903)-813-4247

GRAYSON COUNTY OSSF PERMITTING REQUIREMENTS

1. No application will be accepted without a **CURRENT 911 ADDRESS & PROPERTY ID NUMBER.**
This ID number can be found on your tax statement.
2. All applicable paperwork for each system must be completed in its entirety and submitted with the permit fee. (The permitting process can take place from five (5) to seven (7) days.
3. Select a licensed site evaluator or a licensed professional engineer to perform a site evaluation to determine what type system the proposed property can utilize. (a list of site evaluators is available on the TCEQ website:
https://www2.tceq.texas.gov/lic_dpai/index.cfm?fuseaction=home.home
4. If the site evaluation determines the site is unacceptable for a conventional system, a non-standard or proprietary system must be designed by a registered professional engineer or a registered sanitarian.
5. For a proprietary system, purchase and installation include a two (2) year maintenance contract, in which a copy must be provided to the property owner and this office at the time the application is filed. Thereafter, a new contract must be purchased thirty (30) days prior to the current contract's expiration for the life of the system. This office must always be provided a copy of each new contract.
6. The **property owner** must also complete and file with the County Clerk's office an "Affidavit to the Public" stating the property supports an aerobic system and the owner is aware of and agrees to the requirements stated therein. (Failure to allow these regulations will lead to fines and penalties as allowed by the State of Texas and Grayson County)
7. Filing fee for the "Affidavit to the Public" is **\$15.00** for the first page and \$4.00 for each additional page – payable to the **GRAYSON COUNTY CLERK.**
8. ***Application & Inspection fee for a conventional system is \$310.00.
Application & Inspection fee for any type system that requires a Maintenance Contract is \$330
Made payable to GRAYSON COUNTY. If a paper permit application is brought into our office to process – there is an additional \$50.00 paper processing fee***
9. **DO NOT start construction until you receive the "Authorization to Construct".**
10. Once construction is complete, this office must be contacted at least **1 (One) Working Day** in advance for a final inspection.
11. The certificate of approval will be mailed to property owner upon approval of installation.
** Note** - this certificate will not be issued if we have not received ALL required documentation.

All new facilities or alterations to existing facilities must be in compliance with State and County OSSF rules. The primary purpose of these rules is to establish minimum acceptable standards for construction and operating On-Site Sewage Facilities (OSSF's)

Updated January 2024