MONTGOMERY COUNTY

ENVIRONMENTAL HEALTH SERVICES

PERMITS/FLOODPLAIN ADMINISTRATION

501 N. THOMPSON, SUITE 100

CONROE, TEXAS 77301

(936) 539-7836 ● (281) 364-4200 EXT 7836 ● FAX (936) 538-8155

HOW TO OBTAIN A PERMIT TO CONSTRUCT A SEPTIC SYSTEM AND OBTAIN A NOTICE OF APPROVAL FOR OPERATION AND USE OF A NEW SEPTIC SYSTEM IN MONTGOMERY COUNTY

Montgomery County requires three (3) sets of the Design.

I. NEW SEPTIC SYSTEMS - In order to install a septic system in Montgomery County, the client must:

A. Obtain a site evaluation, including a soil analysis, for the property on which the septic system will be installed from a Registered Site Evaluator. The soil analysis must be done in the area where the septic system is to be installed.

B. Obtain a design for the onsite sewage facility from a Registered Sanitarian or Registered Professional Engineer in accordance with the design criteria and Table IX of the TCEQ On-Site Sewage Facilities Standards.

C. Obtain floor plans for all residential and commercial buildings showing applicable bedrooms, restrooms, and square footage of structure signed by property owner. The drawings will be returned when the permits is issued.

D. Obtain from the Permit Office information stating the floodplain status of the property on which the proposed system will be installed.

E. Montgomery County will not issue permits for any septic system located within the regulatory floodway.

F. If the applicant is not the owner of the property, the applicant will need to obtain a Power of Attorney form.

The Power of Attorney form must be completed by the property owner showing the name of the person being given power of attorney to sign for the waiver. This form must be notarized and original.

II. Lot sizes:

A. Lot sizes should be at least three quarters (.75) of an acre if there is not going to be a private water well on the property.

B. Lot sizes should be at least one and one-half (1 ½) acres if a septic system and a private water well are going to be installed on the property.

In cases where the lost size does not meet minimum lot size requirements, but the lot was recorded and/or listed on the Montgomery County tax rolls prior to December 1, 1986 (proof is required; a deed or tax receipt), then special consideration will be taken; i.e., lot size will not be restrictive if the minimum distance requirements can be met and other conditions are acceptable.

III. Application for **PERMIT TO CONSTRUCT.**

A. Application for a Permit to Construct may be made at the Montgomery County Permit Office located at 501 North Thompson, Suite 100, Conroe, Texas.

B. Site Evaluation (including soil analysis), OSSF Design under seal of Registered Sanitarian or Registered Professional Engineer, Power of Attorney between the applicant and the property owner (if applicable), and a legal description of the property should accompany the application.

C. Floor plans must be submitted with application for all new residential and commercial structures showing applicable bedrooms, restrooms, and square footage of structure signed by property owner. The drawings will be returned when the permit is issued.

D. Application fee plus a $10.00 assessment fee for TCEQ must be paid to the Montgomery County Environmental Health Department.

E. All applicable requirements and design criteria for onsite sewage facilities as set up by the Texas Commission on Environmental Quality Standards, 1996, and the Montgomery County Rules for On-Site Facilities, 1997, must be met.

IV. **NOTICE OF APPROVAL**

A. A Notice of Approval MUST be obtained after the system is installed and before it is backfilled (covered) and/or used. To obtain this, a request must be made to the Montgomery County Environmental Health Department by 3:00 p.m. two(2) business day prior to the day the inspection is needed.

B. Once the system is approved by Montgomery County Environmental Health Department and permission is granted to back-fill, a NOTICE OF APPROVAL to operate the septic system will be issued.

If you have any question, please contact this office at any of the following telephone numbers:

Conroe	(936) 539-7839	Houston	(281) 364-4200 ext. 7839
Willis	(936) 856-5151 ext. 7839	Porter	(281) 354-8985 ext. 7839
New Caney	(281) 689-3133 ext. 7839		

Minimum Required Separation Distances for On-Site Sewage Facilities

From	Tanks	Soil Absorption	Surface Application (Edge of Spray Area)	Drip Irrigation
Public Water Wells	50	150	150	150
Public Water Supply Lines	10	10	10	10
Wells & Underground Cisterns	50	100	100	100
Private Water Line	10	10	No Separation Distances	10
Wells (pressure Cemented or Grouted to Water table if Water Table is less than 100 ft deep)	50	50	50	50
Streams, ponds, lakes, rivers, creeks (measured from Normal Pool Elevation & Water Level); Salt Water Bodies (High Tide Only)	50	75, LPD (Secondary Treatment & Disinfection) - 50	50	25 when R_a<0.1 75 when R_a>0.1 (With Secondary Treatment & Disinfection -50)
Foundation, Buildings, Surface Improvements, Property Lines, Easements, Swimming Pools & Other Structures	5	5	No Separation Distances Except Property Lines - 206 Swimming Pools - 25	No Separation Distances Except Property Lines -5
Slopes Where Seeps may occur	0 (special support may be required for zero separation distances)	25	25	10 when R_a<0.1 25 when R_a>0.1
Edwards Aquifer Recharge Features (See Chapter 213 of This title relating to Edwards Aquifer) 3	50	150	150	100 when R_a<0.1 150 when R_a>0.1

1. All distances measured in feet, unless otherwise indicated.
2. Drip irrigation lines may not be placed under foundations.
3. Private water line/wastewater line crossings should be treated as public water line crossings, see Chapter 290 of this title (relating to Water Hygiene).
4. Separation distance may be reduced to 10 ft when sprinkler operation is controlled by commercial timer. See § 285.33 (d)(2)(G)(I).

(A) Acceptable surface application shall have a flat terrain (with less than or equal to 15% slope) and shall be covered with grasses, evergreen shrubs, bushes, trees or landscaped beds containing mixed vegetation. There shall be nothing in the surface application area within 10ft of the sprinkler which would interfere with the uniform application of the effluent. Sloped land (with greater than 15%) may be acceptable if it is property landscaped and terraced to minimize runoff.
(B) Unacceptable surface application areas. Land that is used for growing food, gardens, orchards, or crops that may be used for human consumption, as well as unseeded bare ground, shall not be used for surface application.