



OSSF PERMIT CHECKLIST AND FEES

CHECKLIST:

- Paper application **COMPLETED** and **signed by the owner**. If the property is recorded in an LLC, Trust, etc., the owner's full name must be on the application.
- Site & Soil Evaluation and Design by Registered Sanitarian or Professional Engineer
- Full copy of the filed and recorded property deed showing ownership
- Affidavit of Certification of OSSF, signed BY OWNER, notarized, and filed of record with the Fannin County Clerk's Office
- TCOG 911 Address letter for all permit applications. If existing, must have address verification letter from TCOG
- Two Year Warranty Maintenance Contract signed by owner and maintenance provider
- Floodplain Permit (when applicable)
- Building Permit (when applicable)

FEES (ALL FEES ARE NON-REFUNDABLE)

- Residential \$375.00
- Commercial \$550.00
- Repair \$150.00
- Re-inspection \$100.00
- Paper application for permit submittal \$50.00
- Annual Contract Fee \$25.00
- Variance \$1,500.00
- Late Contract Fee \$50.00

OSSF PERMITS EXPIRE ONE (1) YEAR FROM DATE OF AUTHORIZATION TO CONSTRUCT (ATC)