



SEVEN STEPS TO OBTAINING A PERMIT AND APPROVED ON SITE SEWAGE FACILITY (OSSF)

1. A Certified Site Evaluator must conduct a site and soil evaluation and prepare a report.
2. Based on the soil & site evaluation, the appropriate OSSF system is chosen.
3. A plan is developed for the system. A design is drawn up and submitted with the site and soil report.
4. A permit application must then be completed and submitted with the planning materials mentioned in steps #1 and #3, along with the permit fee of **\$420.00/ Residential or \$624/ Commercial**. If the system is an aerobic, an Affidavit to the Public must be filled out, signed, notarized, and filed with the Grimes County Clerk (**County Clerk's fee is \$25.00 for 1 page**)
5. The County Representative will then review all the above information and, if acceptable, will issue an Authorization to Construct.
6. A licensed TCEQ Septic Installer will then begin building the OSSF system according to the approved planning materials and permit application.
7. The system will then be inspected by the County Representative and if constructed according to the approved plans, a Notice of Approval will be issued.

**** NOTICE REGARDING PERMANENT ELECTRIC SERVICE**

No person shall cause permanent electric utility service to be connected to any structure or development site under their ownership or control until Grimes County has issued a Certificate of Compliance verifying regulatory compliance.
Order of the Grimes County Commissioners' Court Establishing Procedure for Connection of Electric Utilities in the Unincorporated Areas of Grimes County - January 21st, 2026