



**ON-SITE SEWAGE FACILITY (OSSF)**  
**TEXAS COMMISSION**  
**ON ENVIRONMENTAL QUALITY**

*SUBDIVISION OR DEVELOPMENT PLANS Title 30, Texas Administrative Code (TAC), Chapter 285.4(c)*

Proposed residential subdivision or other similar development plans using on-site sewage facilities for treatment and disposal must submit planning materials. Submittals must be prepared by a professional engineer or professional sanitarian with appropriate seal, date, and signature.

1. An overall site plan that indicates individual lot sizes and all features (water wells, easements, etc.) that may impact any of the required minimum separation distances.
2. A topographic map with the proposed development indicated clearly on the map.
3. A surface drainage analysis defining slope -- and any future improvements planned for the development -- shall also be indicated.
4. A Federal Emergency Management Agency (FEMA) 100-year floodplain map with the proposed development indicated clearly on the map. If a FEMA map is not available, a flood study prepared by a professional engineer shall be submitted. A statement certifying whether the proposed development is located in the floodplain or floodway is required from the local Floodplain Administrator if a FEMA 100-year floodplain map for the area where the proposed development is located is not available or if the development is not in a floodplain or floodway.
5. A soils survey which includes a copy of a United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) soil survey map, if one has been completed, with the proposed development indicated clearly on the map. The soil class information must identify each major soil association named by the USDA in the proposed development and must be in accordance with current 30 TAC §285 rules for class and texture. If there is no official NRCS soil survey information available, then soils information as described in the current 30 TAC § rules must be submitted by class and texture. This includes a soil texture analysis for each different USDA soil association. Additionally, please include soil drainage and groundwater information that could adversely affect OSSF disposal as identified by soil scientists in any soil surveys.
6. The types of OSSF disposal systems suitable for the soils in the proposed development and the compatibility with area-wide drainage and groundwater. A statement may be included to the effect that individual OSSF system selection will be made in conjunction with the site evaluation with respect to the individual site permitting process, in accordance with the current 30 TAC §285 OSSF rules.
7. Planning materials shall include a final drainage plan assuring adequate drainage will be achieved for the future completion of the development.

Submittals including all of the above information will be considered administratively complete. Only upon determination that the submittal is administratively complete will TCEQ staff conduct a technical review of the submittal to determine compliance with 30 TAC §285 regarding individual lot size requirements and overall site suitability. The TCEQ will provide a written response to the sender regarding approval within 45 days of receipt of administratively complete planning materials. Additional information may be requested by TCEQ staff on a case by case basis.