



HARRISON COUNTY ENVIRONMENTAL HEALTH
3800 FIVE NOTCH RD. MARSHALL, TEXAS 75672
Phone (903) 938-8339 Fax (903) 938-0969 www.co.harrison.tx.us

HOW TO OBTAIN A HCEH PERMIT FOR SUBDIVISION DEVELOPMENT

SUBDIVISION PLAN REVIEW

Obtain an application from our office.

Have a qualified person to perform mandatory site evaluation including soil identification procedure.

Have Professional Engineer or Professional Sanitarian prepare planning materials. The planning materials **shall include** an overall site plan, topographic map, 100-year floodplain map, soil survey, location of water wells, location of easements and a complete report detailing the types of OSSF's to be considered, as well as a comprehensive drainage plan. See Attachment TAC 30 for detailed requirements.

Submit complete application (in property owner's name). Include the following:

1. Planning Materials- see Attachment TAC 30 for requirements
2. Accurate directions to the site
3. Application Processing Fee: \$50.00 Checks made out to HCEH.

Subdivision Plans and application will be reviewed by the Environmental Health Staff.

Upon satisfactory review, approval will be given.

You will then be allowed to begin submitting OSSF permit applications for each individual lot. Each lot's planning material will be reviewed, with individual Authorization to Construct granted within 30 working days. A Notice of Approval will be granted for each lot upon satisfactory completion of all the paperwork and a successful inspection.