



ENVIRONMENTAL HEALTH

GUADALUPE COUNTY

2605 N. GUADALUPE STREET
SEGUIN, TEXAS 78155-7356

SHELLY COLEMAN, DIRECTOR

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MON-FRI 7:30AM – 4:00PM
OFFICE: (830) 303-8858

EMAIL: PERMITS@CO.GUADALUPE.TX.US

REPAIR PERMIT CHECKLIST FOR EXISTING STRUCTURES

- 1. COMPLETED REPAIR APPLICATION**
- 2. NEW SITE DESIGN OF REPAIR AREA**
- 3. ABSTRACT CARD** (*Obtain from Guadalupe Appraisal District*)
- 4. NEW SITE DESIGN OF REPAIR AREA**
- 5. PROOF OF OWNERSHIP** (*Recorded deed if different from abstract card*)
- 6. COPY OF SEPTIC INSTALLERS LICENSE**
- 7. FEE \$100.00**

AN INSPECTION IS REQUIRED WHEN REPAIR IS MADE

ALL DOCUMENTS MUST BE SUBMITTED FOR REVIEW

ALLOW 5-7 WORKING DAYS TO PROCESS APPLICATION

APPLICATION WILL EXPIRE AFTER 1 YEAR OF LICENSE TO CONSTRUCT



REPAIR PERMIT APPLICATION
GUADALUPE COUNTY ENVIRONMENTAL HEALTH
P: 830-303-8858 Email: PERMITS@CO.GUADALUPE.TX.US

Date: _____ Property Tax ID#: _____ Original Permit #: _____

Property Owner: _____

Property Address: _____

Phone #: () _____ / Email Address: _____

Gate Code: _____ / City Limits: _____

Water Source: _____ / Water Well on Site: _____

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Existing Tank Size: _____ Existing Drain Field: _____

Additional Tank Size: _____ Additional Drain Field: _____

Comments: _____
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Reason for Repair: _____

Septic Installer: _____ / Septic Installer #: _____

PROVIDE PROOF OF CURRENT LICENSE

I certify that the completed application and all additional information submitted does not contain any false information and does not conceal any material facts. Authorization is hereby given to the permitting authority and designated agents to enter upon the above described property for the purpose of site/soil evaluation and inspection of private sewage facilities. I also understand that a permit of authorization to construct will not be issued until the septic inspector has performed a site inspection of the property and approved the application and all other documents submitted.

Property Owner Signature: _____ Date: _____

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