



# COMAL COUNTY

ENGINEER'S OFFICE

## License to Operate On-Site Sewage Treatment and Disposal Facility

Issued This Date: 06/29/2023 Permit Number: 111440

Location Description: 451 BRAND RD  
CITY OF BULVERDE, TX 78163

Subdivision: Brand Ranch  
Unit:  
Lot: 4  
Block:  
Acreage:

Type of System: Septic Tank  
Leaching Chambers

Issued to: Larry Sunn

This license is authorization for the owner to operate and maintain a private facility at the location described in accordance to the rules and regulations for on-site sewerage facilities of Comal County, Texas, and the Texas Commission on Environmental Quality.

The license grants permission to operate the facility. It does not guarantee successful operation. It is the responsibility of the owner to maintain and operate the facility in a satisfactory manner.

Alterations to this permit including, but not limited to:


- Increase in the square feet of living area
- Increase in the number of bedrooms
- A change of use (i.e. residential to commercial)
- Relocation of system components (including the relocation of spray heads)
- Installation of landscaping
- Adding new structures to the system

may require a new permit. **It is the responsibility of the owner to apply for a new permit, if applicable.**

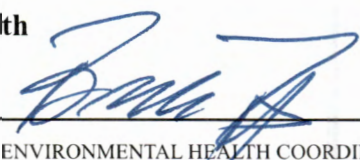
Inspection and licensing of a facility indicates only that the facility meets certain minimum requirements. It does not impede any governmental entity in taking the proper steps to prevent or control pollution, to abate nuisance, or to protect the public health.

This license to operate is valid for an indefinite period. The holder may transfer it to a succeeding owner, provided the facility has not been remodeled and is functioning properly.

Licensing Authority  
Comal County Environmental Health

  
ENVIRONMENTAL HEALTH INSPECTOR

OS0038255

  
ENVIRONMENTAL HEALTH COORDINATOR

OS0007722

# Comal County Environmental Health OSSF Inspection Sheet

Installer Name: \_\_\_\_\_

OSSF Installer #: \_\_\_\_\_

1st Inspection Date: \_\_\_\_\_

2nd Inspection Date: \_\_\_\_\_

3rd Inspection Date: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Permit#:		Address:					
No.	Description	Answer	Citations	Notes	1st Insp.	2nd Insp.	3rd Insp.
1	SITE AND SOIL CONDITIONS & SETBACK DISTANCES Site and Soil Conditions Consistent with Submitted Planning Materials		285.31(a) 285.30(b)(1)(A)(iv) 285.30(b)(1)(A)(v) 285.30(b)(1)(A)(iii) 285.30(b)(1)(A)(ii) 285.30(b)(1)(A)(i)				
2	SITE AND SOIL CONDITIONS & SETBACK DISTANCES Setback Distances Meet Minimum Standards		285.91(10) 285.30(b)(4) 285.31(d)				
3	SEWER PIPE Proper Type Pipe from Structure to Disposal System (Cast Iron, Ductile Iron, Sch. 40, SDR 26)		285.32(a)(1)				
4	SEWER PIPE Slope from the Sewer to the Tank at least 1/8 Inch Per Foot		285.32(a)(3)				
5	SEWER PIPE Two Way Sanitary - Type Cleanout Properly Installed (Add. C/O Every 100' &/or 90 degree bends)		285.32(a)(5)				
6	PRETREATMENT Installed (if required) TCEQ Approved List PRETREATMENT Septic Tank(s) Meet Minimum Requirements		285.32(b)(1)(G) 285.32(b)(1)(E)(iii) 285.32(b)(1)(E)(iv) 285.32(b)(1)(F) 285.32(b)(1)(B) 285.32(b)(1)(C)(i) 285.32(b)(1)(C)(ii) 285.32(b)(1)(D) 285.32(b)(1)(E) 285.32(b)(1)(A) 285.32(b)(1)(E)(ii)(II) 285.32(b)(1)(E)(i) 285.32(b)(1)(E)(ii)(I)				
7	PRETREATMENT Grease Interceptors if required for commercial		285.34(d)				

Inspector Notes:

6/27/23 CH: Smaller structure completed and connected to system, larger structure still under construction. Tight line to larger structure buried, owner will uncover to verify connection for final. 6/29/23 CH: Main structure connected, entire system connected and covered

**Comal County Environmental Health  
OSSF Inspection Sheet**

No.	Description	Answer	Citations	Notes	1st Insp.	2nd Insp.	3rd Insp.
8	SEPTIC TANK Tank(s) Clearly Marked SEPTIC TANK If Single Tank, 2 Compartments Provided with Baffle SEPTIC TANK Inlet Flowline Greater than 3" and " T " Provided on Inlet and Outlet SEPTIC TANK Septic Tank(s) Meet Minimum Requirements		285.32(b)(1) (E)285.91(2)285.32(b)(1) (F)285.32(b)(1)(E) (iii)285.32(b)(1)(E)(ii) (II)285.32(b)(1)(E)(ii) (I)285.32(b)(1)(E) (i)285.32(b)(1) (D)285.32(b)(1)(C) (ii)285.32(b)(1)(C) (i)285.32(b)(1) (B)285.32(b)(1) (A)285.32(b)(1)(E)(iv)				
9	ALL TANKS Installed on 4" Sand Cushion/ Proper Backfill Used		285.32(b)(1)(F) 285.32(b)(1)(G) 285.34(b)				
10	SEPTIC TANK Inspection / Clean Out Port & Risers Provided on Tanks Buried Greater than 12" Sealed and Capped		285.38(d)				
11	SEPTIC TANK Secondary restraint system provided SEPTIC TANK Riser permanently fastened to lid or cast into tank SEPTIC TANK Riser cap protected against unauthorized intrusions		285.38(d) 285.38(e)				
12	SEPTIC TANK Tank Volume Installed						
13	PUMP TANK Volume Installed						
14	AEROBIC TREATMENT UNIT Size Installed						
15	AEROBIC TREATMENT UNIT Manufacturer AEROBIC TREATMENT UNIT Model Number						
16	DISPOSAL SYSTEM Absorptive		285.33(a)(4) 285.33(a)(1) 285.33(a)(2) 285.33(a)(3)				
17	DISPOSAL SYSTEM Leaching Chamber		285.33(a)(1) 285.33(a)(3) 285.33(a)(4) 285.33(a)(2)				
18	DISPOSAL SYSTEM Evapo-transpirative		285.33(a)(3) 285.33(a)(4) 285.33(a)(1) 285.33(a)(2)				

**Comal County Environmental Health  
OSSF Inspection Sheet**

No.	Description	Answer	Citations	Notes	1st Insp.	2nd Insp.	3rd Insp.
19	DISPOSAL SYSTEM Drip Irrigation		285.33(c)(3)(A)-(F)				
20	DISPOSAL SYSTEM Soil Substitution		285.33(d)(4)				
21	DISPOSAL SYSTEM Pumped Effluent		285.33(a)(4) 285.33(a)(3) 285.33(a)(1) 285.33(a)(2)				
22	DISPOSAL SYSTEM Gravelless Pipe		285.33(a)(3) 285.33(a)(2) 285.33(a)(4) 285.33(a)(1)				
23	DISPOSAL SYSTEM Mound		285.33(a)(3) 285.33(a)(1) 285.33(a)(2) 285.33(a)(4)				
24	DISPOSAL SYSTEM Other (describe) (Approved Design)		285.33(d)(6) 285.33(c)(4)				
25	DRAINFIELD Absorptive Drainline 3" PVC or 4" PVC						
26	DRAINFIELD Area Installed						
27	DRAINFIELD Level to within 1 inch per 25 feet and within 3 inches over entire excavation		285.33(b)(1)(A)(v)				
28	DRAINFIELD Excavation Width DRAINFIELD Excavation Depth DRAINFIELD Excavation Separation DRAINFIELD Depth of Porous Media DRAINFIELD Type of Porous Media						
29	DRAINFIELD Pipe and Gravel - Geotextile Fabric in Place		285.33(b)(1)(E)				
30	DRAINFIELD Leaching Chambers DRAINFIELD Chambers - Open End Plates w/Splash Plate, Inspection Port & Closed End Plates in Place (per manufacturers spec.)		285.33(c)(2)				
31	LOW PRESSURE DISPOSAL SYSTEM Adequate Trench Length & Width, and Adequate Separation Distance between Trenches		285.33(d)(1)(C)(i)				



**COMAL COUNTY**  
ENGINEER'S OFFICE

**Permit of Authorization to Construct an On-Site Sewage Facility  
Permit Valid For One Year From Date Issued**

Permit Number: 111440  
Issued This Date: 12/18/2020  
This permit is hereby given to: Larry Sunn

To start construction of a private, on-site sewage facility located at:

451 BRAND RD  
CITY OF BULVERDE, TX 78163

Subdivision: Brand Ranch  
Unit:  
Lot: 4  
Block:  
Acreage:

APPROVED MINIMUM SIZES AS PER ATTACHED DESIGN

Type of System: Septic Tank  
Leaching Chambers

This permit gives permission for the construction of the above referenced on-site facility to commence. Installation must be completed by an installer holding a valid registration card from the Texas Commission on Environmental Quality (TCEQ). Installation and inspection must comply with current TCEQ and Comal County requirements.

Call (830) 608-2090 to schedule inspections.



# COMAL COUNTY

ENGINEER'S OFFICE

**VOID**

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APPROVED MINIMUM SIZES AS PER ATTACHED DESIGN

Type of System: Septic Tank  
Soil Substitution

This permit gives permission for the construction of the above referenced on-site facility to commence. Installation must be completed by an installer holding a valid registration card from the Texas Commission on Environmental Quality (TCEQ). Installation and inspection must comply with current TCEQ and Comal County requirements.

**VOID**

Call (830) 608-2090 to schedule inspections

\*\*\* COMAL COUNTY OFFICE OF ENVIRONMENTAL HEALTH \*\*\*  
 APPLICATION FOR PERMIT FOR AUTHORIZATION TO CONSTRUCT AN  
 ON-SITE SEWAGE FACILITY AND LICENSE TO OPERATE

**REVISED**  
 8:25 am, Oct 13, 2020

Date \_\_\_\_\_ Permit # 111440  
 Owner Name Larry Sunn + Margaret E Sunn + Janette Nehls as joint Tenants with Right of Survivorship Agent Name N/A  
 Mailing Address PO Box 428 Agent Address N/A  
 City, State, Zip Bulverde, TX, 78163 City, State, Zip N/A  
 Phone # 210.286.8050 Phone # N/A  
 Email TexSunn@gmail.com Email N/A

All correspondence should be sent to:  Owner  Agent  Both Method:  Mail  Email

Subdivision Name Brand Ranch Unit \_\_\_\_\_ Lot 4 Block \_\_\_\_\_  
 Acreage/Legal 2.882 acres  
 Street Name/Address 451 Brand Road City Bulverde Zip 78163

**Type of Development:**

Single Family Residential

Type of Construction (House, Mobile, RV, Etc.) House with small Guest house

Number of Bedrooms 3 2

Indicate Sq Ft of Living Area 3143 1331

Non-Single Family Residential

(Planning materials must show adequate land area for doubling the required land needed for treatment units and disposal area)

Type of Facility \_\_\_\_\_

Offices, Factories, Churches, Schools, Parks, Etc. - Indicate Number Of Occupants \_\_\_\_\_

Restaurants, Lounges, Theaters - Indicate Number of Seats \_\_\_\_\_

Hotel, Motel, Hospital, Nursing Home - Indicate Number of Beds \_\_\_\_\_

Travel Trailer/RV Parks - Indicate Number of Spaces \_\_\_\_\_

Miscellaneous \_\_\_\_\_

Estimated Cost of Construction: \$ 600,000 (Structure Only)

Is any portion of the proposed OSSF located in the United States Army Corps of Engineers (USACE) flowage easement?

Yes  No (If yes, owner must provide approval from USACE for proposed OSSF improvements within the USACE flowage easement)

Source of Water  Public  Private Well

Are Water Saving Devices Being Utilized Within the Residence?  Yes  No

By signing this application, I certify that:

- The completed application and all additional information submitted does not contain any false information and does not conceal any material facts. I certify that I am the property owner or I possess the appropriate land rights necessary to make the permitted improvements on said property.
- 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 understand that a permit of authorization to construct will not be issued until the Floodplain Administrator has performed the reviews required by the Comal County Flood Damage Prevention Order.
- I affirmatively consent to the online posting/public release of my e-mail address associated with this permit application, as applicable.

[Signature]  
 Signature of Owner

10/2/2020  
 Date

**\*\*\* COMAL COUNTY OFFICE OF ENVIRONMENTAL HEALTH \*\*\***  
**APPLICATION FOR PERMIT FOR AUTHORIZATION TO CONSTRUCT AN**  
**ON-SITE SEWAGE FACILITY AND LICENSE TO OPERATE**

Planning Materials & Site Evaluation as Required Completed By Holt Seibert

System Description ~~Standard~~  Standard Disposal System with Septic Tank

Size of Septic System Required Based on Planning Materials & Soil Evaluation

Tank Size(s) (Gallons) 1500 Gallon Double Tank Absorption/Application Area (Sq Ft) 2025

Gallons Per Day (As Per TCEQ Table III) 540

(Sites generating more than 5000 gallons per day are required to obtain a permit through TCEQ.)

Is the property located over the Edwards Recharge Zone?  Yes  No

(If yes, the planning materials must be completed by a Registered Sanitarian (R.S.) or Professional Engineer (P.E.))

Is there an existing TCEQ approved WPAP for the property?  Yes  No

(If yes, the R.S. or P.E. shall certify that the OSSF design complies with all provisions of the existing WPAP.)

If there is no existing WPAP, does the proposed development activity require a TCEQ approved WPAP?  Yes  No

(If yes, the R.S. or P.E. shall certify that the OSSF design will comply with all provisions of the proposed WPAP. A Permit to Construct will not be issued for the proposed OSSF until the proposed WPAP has been approved by the appropriate regional office.)

Is the property located over the Edwards Contributing Zone?  Yes  No

Is there an existing TCEQ approval CZP for the property?  Yes  No

(If yes, the P.E. or R.S. shall certify that the OSSF design complies with all provisions of the existing CZP.)

If there is no existing CZP, does the proposed development activity require a TCEQ approved CZP?  Yes  No

(If yes, the R.S. or P.E. shall certify that the OSSF design will comply with all provisions of the proposed CZP. A Permit to Construct will not be issued for the proposed OSSF until the CZP has been approved by the appropriate regional office.)

Is this property within an incorporated city?  Yes  No

If yes, indicate the city: City of Bulverde

By signing this application, I certify that:

- The information provided above is true and correct to the best of my knowledge.
- I affirmatively consent to the online posting/public release of my e-mail address associated with this permit application, as applicable.

Holt Seibert  
Signature of Designer

2-17-19  
Date



# ON-SITE SEWERAGE FACILITY Soil Evaluation Report Information

**REVISED**  
8:26 am, Oct 13, 2020

Date Soil Survey Performed: 1/3/2019  
Site Location: 451 Brand Rd.  
Name of Site Evaluator: Hoyt Seidensticker Registration Number: OS0008771  
Proposed Excavation Depth: 18 inches County: Comal

**Requirements:**

At least two soil excavations must be performed on the site, at opposite ends of the proposed disposal area.  
Location of soil boring or dug pits must be shown on the site drawing.  
For subsurface disposal, soil evaluation must be performed to a depth of at least two feet below the proposed excavation depth. For surface disposal, the surface horizon must be evaluated.  
Describe each soil horizon and identify any restrictive feature on the form. Indicate depths where features appear.

Soil Boring Number <u>1 and 2</u>						
Depth (feet)	Texture Class	Soil Structure	Gravel Analysis	Drainage (Redox Features/ Water Table)	Restrictive Horizon	Observations (color, consistence)
0	III	clay loam	<30%	none	none	black
1 <u>12 in</u>	III	Clay loam	<30%			cream with calcareous material
2						
3						
4						
5 <u>60 in</u>						

Soil Boring Number <u>2</u>						
Depth (feet)	Texture Class	Soil Structure	Gravel Analysis	Drainage (Redox Features/ Water Table)	Restrictive Horizon	Observations (color, consistence)
0	III	clay loam	<30%	none	none	black
1 <u>12 in</u>	III	Clay loam	<30%			cream with calcareous material
2						
3						
4						
5 <u>60 in</u>						


### Features of Site Area

Presence of 100 year flood zone                                  Yes \_\_\_ No x  
Presence of adjacent ponds, streams, water improvements    Yes \_\_\_ No x  
Existing or proposed water well in nearby area                 Yes x No \_\_\_  
Organized sewage service available to lot or tract             Yes \_\_\_ No x  
Recharge feature within 150 feet                                 Yes \_\_\_ No x

By my signature, I hereby certify that the information provided in this report is based on my site observations and are accurate to the best of my ability.

I understand that any misrepresentation of the information contained in this report may be grounds to revoke or suspend my license. The site evaluation determined the site is suitable for a Standard disposal system with Septic Tank treatment

According to table XIII, the site is suitable for this proposed system. A copy of Table XIII has been given to the property owner to inform them of other alternatives based upon the result of this site evaluation

  
Signature of Site Evaluator

10-13-2020  
Date

ON-SITE SEWERAGE FACILITY  
Site Evaluation Report Information

RECEIVED  
OCT 02 2020

Date: 12/31/2018

**Applicant Information:**

**Site Evaluator Information:**

Name: Larry Sunn

Name: Hoyt Seidensticker

Address: P.O. Box 428

Company: Land Stewardship Services, LLC

City: Bulverde State: Texas Zip: 78163

Address: 1822 FM 473

Phone: 210-286-8050

City: Boerne State: Texas Zip: 78006

Phone: (210) 414-6603 Fax: (830) 336-4697

**Property Location:**

Lot: 5 Block: \_\_\_\_\_ Sub.: Brand Ranch

**Installer information:**

Street/Road Address: 451 Brand Road

Name: James Riebe

City: Bulverde State: Texas Zip: 78163

Company: \_\_\_\_\_

Unincorporated Area? Y or N y

Address: \_\_\_\_\_

Additional information \_\_\_\_\_

City: \_\_\_\_\_ State: Texas Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Schematic of Lot or Tract**

**Show:**

Compass North, adjacent streets, property lines, property lines, property dimensions, location of buildings, easements, water lines, and other surface improvements where known (drainage, patios, sidewalks).

Location of existing or proposed water wells within 150 feet of property.

Indicate slope or show contour lines from the structure to the farthest location of the proposed soil absorption or irrigation area.

Location of soil borings or dug pits (show location with respect to a known reference point).

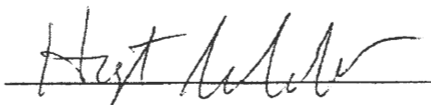
Location of natural, constructed, or proposed drainage ways, (streams, ponds, lakes, rivers, high tide of salt water bodies) water impoundments areas, cut or fill bank, sharp slopes and breaks.

**SITE DRAWING**

Lot Size: \_\_\_\_\_ acres

SEE ATTACHED

Signature of Site Evaluator



Site Evaluator License No: OS0008771

10/13/2020  
6:28 AM  
Standard System

# ON-SITE SEWERAGE FACILITY DESIGN CRITERIA LARRY SUNN

**REVISED**  
8:25 am, Oct 13, 2020

### Property Information:

St. Address: 451 Brand Road  
City: Bulverde State: Texas  
Zip code: 78163

### Predicted Quantity of Sewage (Q)

Water Saving Devices in Home (y/n): yes  
Gallons/day (Q): 540  
Greywater included (yes/no): yes

### Rate of Adsorption (Ra)

Application rate (g/sq. ft.): 0.2  
Minimum Adsorptive Area in (sq. ft.): 2700  
25% reduction Min Abs area (sq. ft.): 2025

### Supply Line from House

Total length of supply line (approx. ft): 55  
Type of supply line: min Sch 40  
Size of Supply line (in): 3 or 4

### Septic Tank Capacity

Block Creek Concrete Products tank  
or equivalent: 1  
Minimum Total tank volume (gallons): 1500  
1st compartment size (gallons): 1000  
2nd compartment size (gallons): 500

### House Information

	guest	Main house
No. of Bedrooms:	<u>2</u>	<u>3</u>
Sq. footage (Approx.):	<u>1331</u>	<u>3743</u>
gallons per day	<u>180</u>	<u>360</u>
Water Supply:	<u>well</u>	

### Supply Line From Tank & Lateral Lines

Length of supply line (approx. ft): 50  
Type of supply line: min of SDR 35  
Size of supply line (in): 4  
Total length of manifold (ft): step downs  
Manifold placement: end  
Number of laterals: 4  
Type of laterals: leaching chambers  
Number of panels: 81  
Tot length of laterals required (ft): 405  
Tot length of laterals installed (ft): 405

### Trench Information

Trench depth (in): 18  
Single trench length (ft): 100,100,100,105  
Trench width (ft): 3  
Gravel depth under  
lateral (minimum in): N/A  
Minimum total gravel depth (in): N/A

All design criteria is in accordance with TCEQ, Title 30, TAC Chapter 285, Subchapter D, On-Site Sewage Facilities (Effective December 27, 2012). The above design was based on the best available information and should function properly under normal operating conditions.

All changes or modifications made to design must be approved by the below signed designer.

\_\_\_\_\_  
Hoyt Seidensticker, R.S. No. 3588

Land Stewardship Services, 1822 FM 473, Boerne, Texas 78006

Cell (210) 414-6603,

\_\_\_\_\_  
10/13/2020

Date



Effective Immediately: If any change(s) are made that require a revision to this design, a \$75.00 fee will be assessed. This includes,

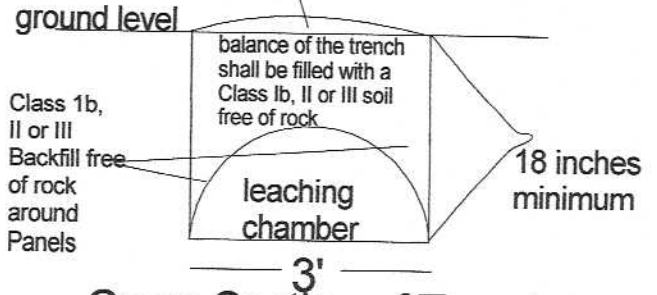
but not limited to, change(s) in the house size, number of bedrooms, location of house or one type of system to another.

**REVISED**

8:29 am, Apr 12, 2021

Scale 1"=60' Permit 111440

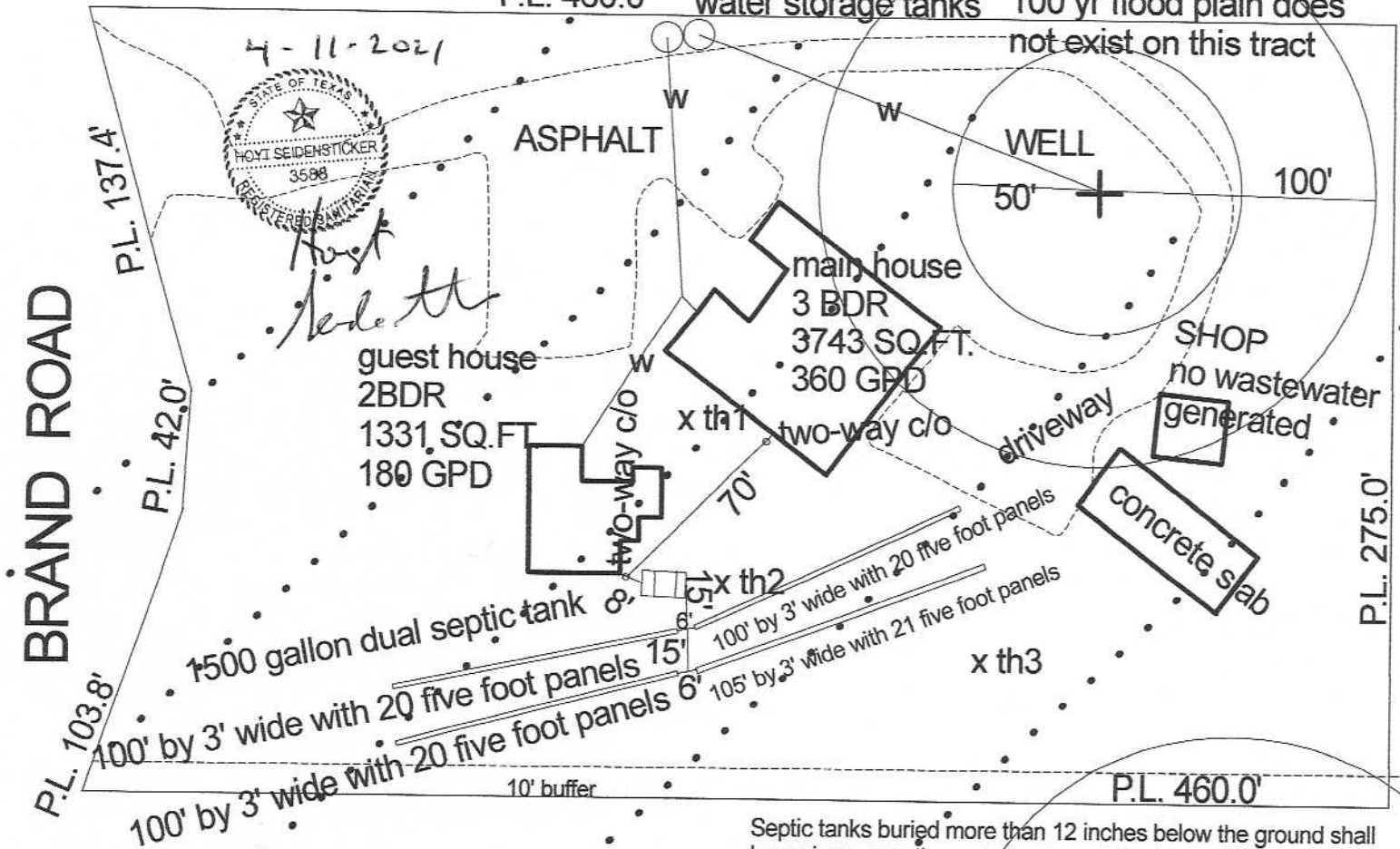
Sandy loam or topsoil free of rock and clay shall be mounded 2"-4" above edge of trench.



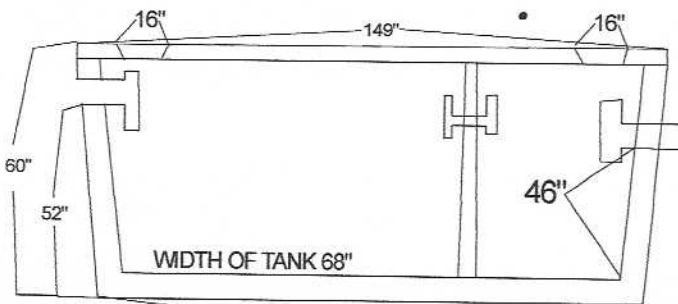
Cross Section of Trench using leaching chambers

Standard Disposal with  
 Septic Tank Treatment  
 Larry Sunn  
 451 Brand Road  
 Bulverde, Texas 78163  
 Comal County

P.L. 460.0' water storage tanks 100 yr flood plain does not exist on this tract



Septic tanks buried more than 12 inches below the ground shall have risers over the port openings. The risers shall extend from the tank surface to no more than six inches below the ground. A secondary plug, cap or other suitable restraint system shall be proved below the riser cap to prevent tank entry if the cap is unknowingly damages or removed.



1500 gallon dual compartment septic tank



Risers must be permanently fastened to the tank lid or cast into the tank. The connection between the riser and the tank lid must be watertight. Risers must be fitted with removable watertight caps and protected against unauthorized intrusions by either a padlock, a cover that can be removed with specialized tools, a cover having a minimum net weight of 29.5 kilograms (65 pounds) set into a recess of the tank lid, or any other means approved by the executive director.

**RECEIVED**

By Allyse Gros at 11:34 am, Dec 18, 2020



**CITY OF BULVERDE**  
**New Single Family (Residential) Permit**

PERMIT# 2020-347

DATE ISSUED 12/17/2020

PROJECT ADDRESS: 451 Brand Road Bulverde, TX 78163

LOCATION NAME: NSFR

SUBDIVISION:

OWNER: Larry Sunn

CONTRACTOR: Larry Sunn

ADDRESS: P.O. Box 428

CITY, STATE, ZIP: Bulverde, TX 78163

PHONE: (210) 286-8050

EMAIL ADDRESS: textsunn@gmail.com

CONTACT NAME: Larry Sunn

ALT PHONE: (210) 307-5465

SQ FT: 0.00

PROJECT VALUATION: 0.00

PLAN REVIEW BY:

NOTES: Engineering and truss drawings to be on site

Do not cover any windbrace fasteners before inspection

Form survey required at plumbing rough in inspection


BB 3170

PERMIT TYPE	AMOUNT DUE
New Single-Family Residential	
<b>TOTAL:</b>	<b>\$0.00</b>

**NOTICE**

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS STARTED. SEPARATE PERMITS FOR ELECTRICAL, PLUMBING, MECHANICAL, AND PAVING ARE REQUIRED. ALL PERMITS REQUIRE FINAL INSPECTION.

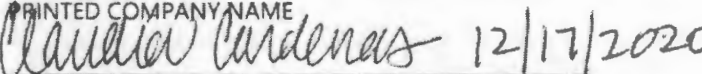
I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

  
(SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT)

**LARRY SUNN**

PRINTED NAME

PRINTED COMPANY NAME

 12/17/2020

ISSUED BY

CITY OF BULVERDE

30360 Cougar Bend, Bulverde Texas 78163  
830.438.3612 / 830.980.8832 metro / 830.438.4339 fax  
[www.bulverdetx.gov](http://www.bulverdetx.gov)

**RECEIVED**

By Allyse Gros at 11:35 am, Dec 18, 2020



### MISCELLANEOUS INFORMATION

- **EACH PERMIT SHALL BE POSTED AND VISIBLE AT THE PROJECT SITE. ALL PLANS SHOULD BE MAINTAINED AT THE PROJECT SITE IN A WATERPROOF CONTAINER.**
- All Contractors must be registered with the City of Bulverde before beginning any work in the City. Requirements for registration can be found on the City's website [www.bulverdetx.gov](http://www.bulverdetx.gov) under Contractor Registration Form. Contractor Registration shall be renewed annually.
- All construction projects in the city limits of Bulverde must utilize Waste Connections for all waste disposal services. [www.wasteconnections.com](http://www.wasteconnections.com) (877) 288-9269
- A driveway permit is required for construction projects of all new residences or new commercial buildings in the city limits of Bulverde, with the exception of projects in gated communities. **WHEN APPLICABLE, THE FINAL BUILDING INSPECTIONS WILL NOT BE SCHEDULED UNTIL THE DRIVEWAY PERMIT APPLICATION AND FEES HAVE BEEN RECEIVED.**
- **COMMERCIAL PROJECTS**
  - All commercial properties will require a Certificate of Occupancy along with a Fire and Life Safety Inspection Registration form. Both forms must be received before final inspections will be scheduled.
  - Signage: All signs and/or banners require a separate permit and must comply with guidelines outlined in the City of Bulverde Code of Ordinances Chapter 3: Article 3.08 Signs.
  - **CIVIL SITE INSPECTIONS:** The City must receive an inspection letter from the Engineer for the civil site inspection. The letter must be signed and sealed by the Engineer and must be received before the issuance of a certificate of occupancy.

### INSPECTIONS

**NO WORK** may be concealed prior to inspection and written authorization by the Inspector.

Inspections should be requested by contacting City Hall at 830-438-3612 Monday – Friday. Call by 4:00 p.m. to be scheduled for the next business day. **INSPECTION TIMES ARE NOT GUARANTEED.**

**ALL FOUNDATIONS WILL REQUIRE A PRE-POUR INSPECTION**

**ALL FIRE INSPECTIONS WILL REQUIRE A 72-HOUR NOTICE FOR SCHEDULING PURPOSES.**

**2015 ICC Energy code (commercial) and 2015 ICC Residential code (new homes):** The state is mandating that all cities begin using the 2015 Energy code, effective September 1st, 2016. All energy inspections are to be completed by a third party inspections group in accordance with the 2015 ICC Energy Code.

The builder is responsible for hiring and paying for these inspections separate from any other inspections required by the city. The City and BB Inspections **DO NOT CONDUCT** these IECC Energy inspections.

The Builder will be required to provide documentation from the inspection company showing compliance for these inspections at the time of the final:

- Blower Door
- Duct Blower

Builders are also required to attach a compliance sticker on the main or sub-panel box.

The certification letters are to be left on site at **FINAL** for the inspector to collect. The Energy Final **WILL NOT** be passed without these documents **ON SITE** for the inspector.

The companies should be knowledgeable of the inspections and the documentation required and can answer more specific questions as to when and what is required for these tests.

We do not have and cannot provide any recommendations on companies that perform these tests.

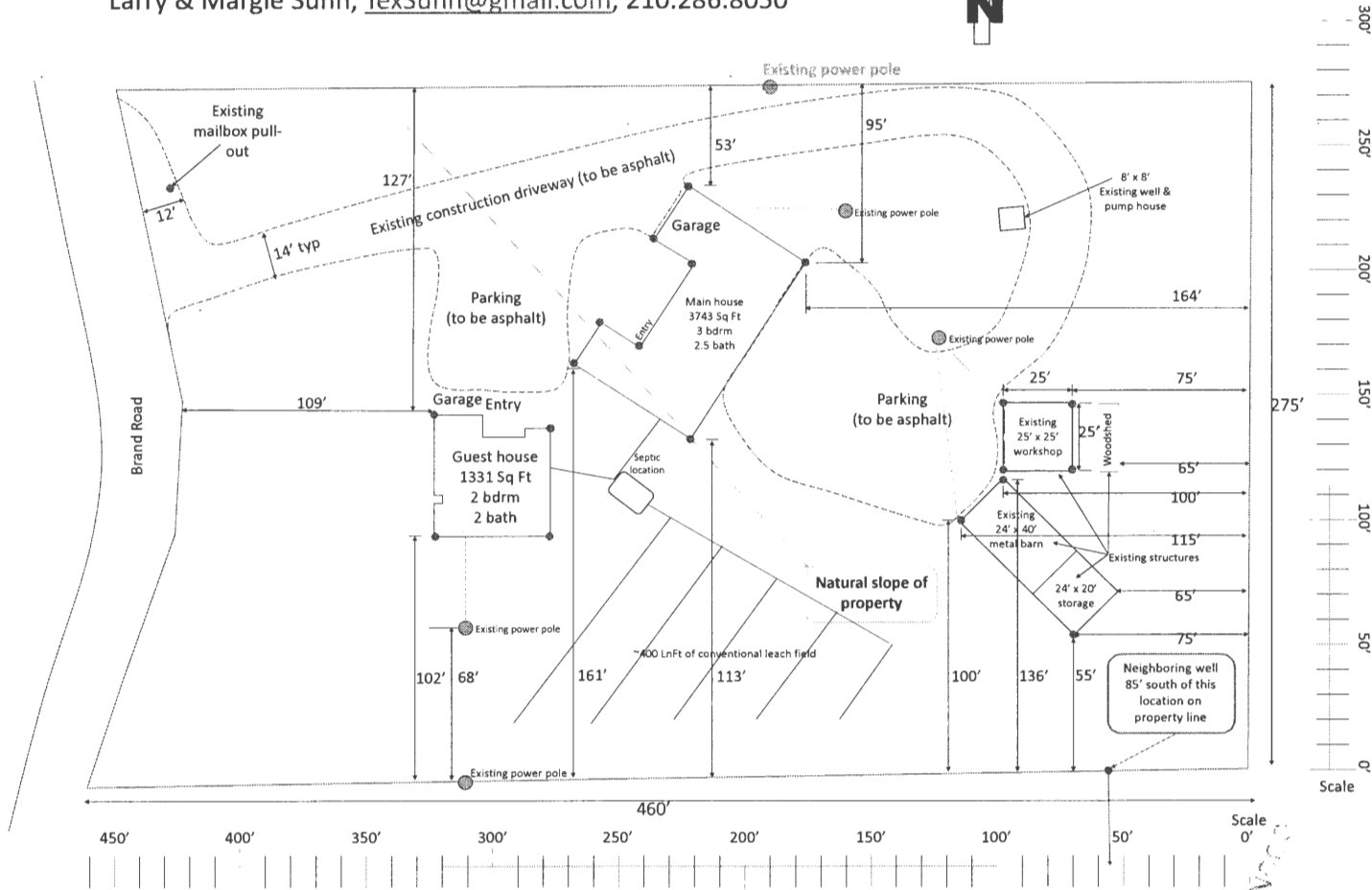
### **MISCELLANEOUS NUMBERS**

**ELECTRIC** City Public Service (CPS) [www.cpsenergy.com](http://www.cpsenergy.com) (210) 353-2222  
Pedernales Electric Cooperative (PEC) [www.pec.coop](http://www.pec.coop) (877) 372-0391 (830) 964-3346

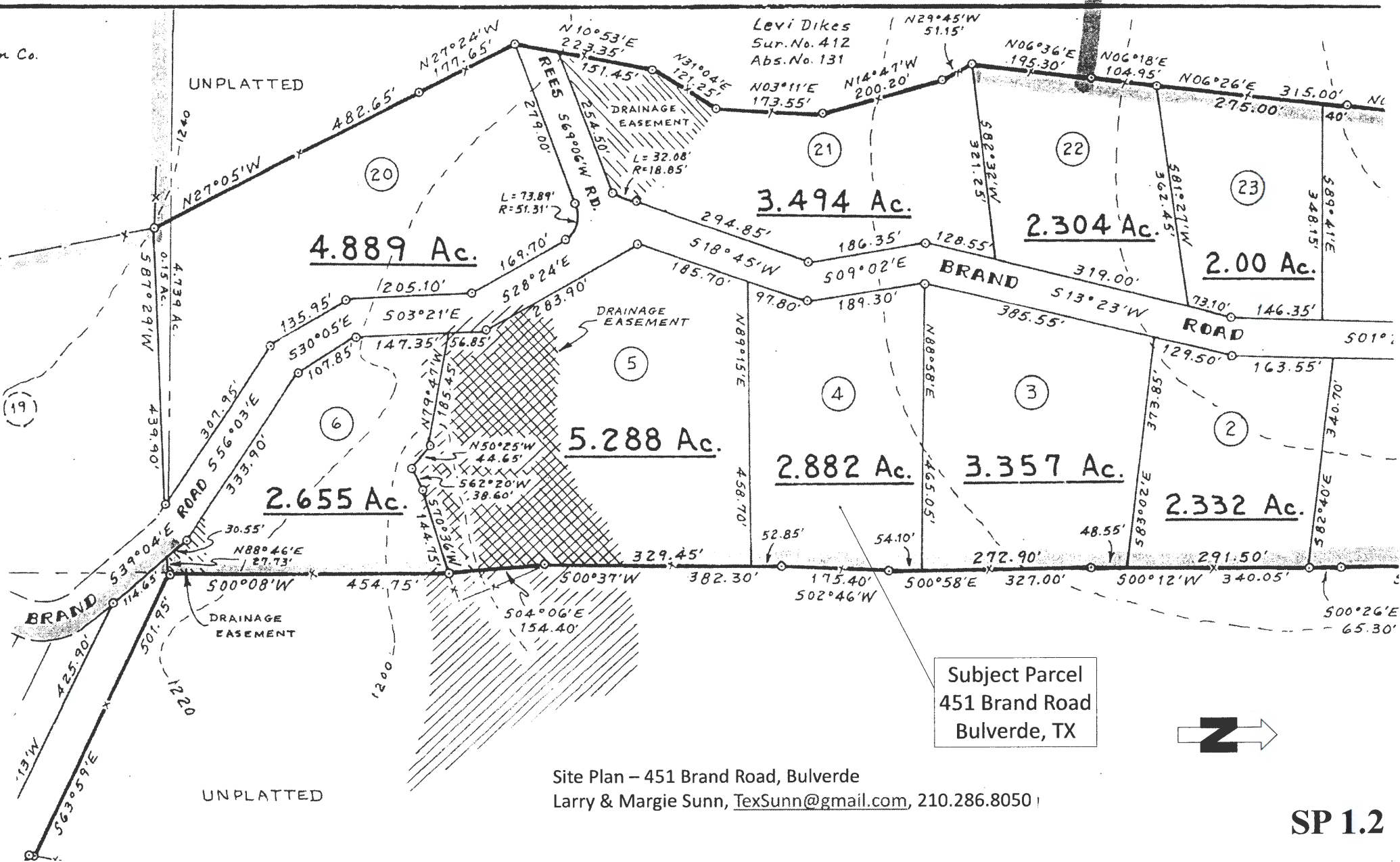
**WATER** Canyon Lake Water Service Company [www.clwsc.com](http://www.clwsc.com) (830) 964-2166  
Southwest Water Company [www.swwc.com](http://www.swwc.com) (866) 654-7992

**SEPTIC SYSTEM PERMITS** Comal County Engineer's Office [www.cceo.org](http://www.cceo.org) (830) 608-2090

Site Plan – 451 Brand Road, Bulverde  
 Larry & Margie Sunn, [TexSunn@gmail.com](mailto:TexSunn@gmail.com), 210.286.8050



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Subject Parcel  
451 Brand Road  
Bulverde, TX



Site Plan – 451 Brand Road, Bulverde  
Larry & Margie Sunn, [TexSunn@gmail.com](mailto:TexSunn@gmail.com), 210.286.8050 |

SP 1.2



Scale 1"=60'

# Site Map

## Standard Disposal with Septic Tank Treatment

Larry Sunn

451 Brand Road

Bulverde, Texas 78163

Comal County

10/13/2020 P.L. 460.0'

**VOID**

**REVISED**

8:26 am, Oct 13, 2020

Sandy loam or topsoil free of rock and clay shall be mounded 2"-4" above edge of trench.

ground level

Class 1b, II or III Backfill free of rock around Panels

balance of the trench shall be filled with a Class Ib, II or III soil free of rock

leaching chamber

18 inches minimum

3'

### Cross Section of Trench using leaching chambers

water storage tanks 100 yr flood plain does not exist on this tract



*Hoyt Seidensticker*

ASPHALT

W

W

WELL

50'

100'

guest house  
2BDR  
1331 SQ. FT.  
180 GPD

**VOID**

main house  
3 BDR  
3743 SQ. FT.  
360 GPD

SHOP  
no wastewater generated

driveway

concrete slab

P.L. 275.0'

1500 gallon dual septic tank  
100' by 3' wide with 20 five foot panels

100' by 3' wide with 20 five foot panels

105' by 3' wide with 21 five foot panels

P.L. 460.0'

BRAND ROAD

P.L. 137.4'

P.L. 42.0'

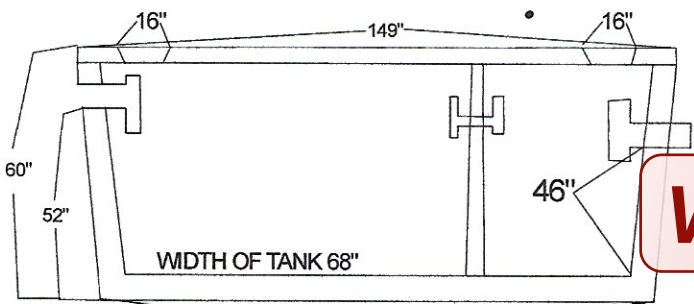
P.L. 103.8'

100' by 3' wide with 20 five foot panels

Septic tanks buried more than 12 inches below the ground shall have risers over the port openings. The risers shall extend from the tank surface to no more than six inches below the ground. A secondary plug, cap or other suitable restraint system shall be proved below the riser cap to prevent tank entry if the cap is unknowingly damages or removed.

100'

WELL



1500 gallon dual compartment septic tank

**VOID**

Risers must be permanently fastened to the tank lid or cast into the tank. The connection between the riser and the tank lid must be watertight. Risers must be fitted with removable watertight caps and protected against unauthorized intrusions by either a padlock, a cover that can be removed with specialized tools, a cover having a minimum net weight of 29.5 kilograms (65 pounds) set into a recess of the tank lid, or any other means approved by the executive director.

**From:** Ritzen, Brenda  
**To:** ["texsunn@gmail.com"](mailto:texsunn@gmail.com)  
**Subject:** Permit 111440  
**Date:** Friday, October 9, 2020 4:16:00 PM

---

Re: Larry Sunn  
Brand Ranch Lot 4  
Application for Permit for Authorization to Construct an On-Site Sewage Facility

Larry,

The following information is needed before I can continue processing the referenced permit submittal:

- ✓ The owner name on the permit application must match the owners as described on the recorded warranty deed.
- ✓ **Submit a copy of the approved building permit from the City of Bulverde, or a letter from the City of Bulverde giving permission for Comal County to issue the septic permit.**
- ✓ 3. Submit an Affidavit that both structures will be for the exclusive use of the same single family household, or identify the number of bedrooms and aq. Ft. of living area for each structure on the permit application.
- ✓ There is a discrepancy between the 2<sup>nd</sup> page of the permit application which indicates soil substitution, and the design which is for a leaching chamber panel system.
- ✓ 5. The Soil Evaluator needs to confirm the soil conditions from 12 to 60 inches on the Soil Evaluation Report Form.
6. Revise as needed and resubmit.

Thank you,

Brenda Ritzen, OS0007722  
Environmental Health Coordinator  
Comal County Engineers Office  
195 David Jonas Drive  
New Braunfels, Texas 78132  
830-608-2090  
[www.cceo.org](http://www.cceo.org)

\*\*\* COMAL COUNTY OFFICE OF ENVIRONMENTAL HEALTH \*\*\*  
APPLICATION FOR AUTHORIZATION TO CONSTRUCT AN  
ON-SITE SEWAGE FACILITY AND LICENSE TO OPERATE



Date \_\_\_\_\_

Permit # 111440

Owner Name Larry Sunn  
Mailing Address PO Box 428  
City, State, Zip Bulverde, TX, 78163  
Phone # 210.286.8050  
Email TexSunn@gmail.com

Agent Name N/A  
Agent Address N/A  
City, State, Zip N/A  
Phone # N/A  
Email N/A

All correspondence should be sent to:  Owner  Agent  Both Method:  Mail  Email

Subdivision Name Brand Ranch Unit \_\_\_\_\_ Lot 4 Block \_\_\_\_\_  
Acreage/Legal 2.882 acres  
Street Name/Address 451 Brand Road City Bulverde Zip 78163

**Type of Development:**

Single Family Residential

Type of Construction (House, Mobile, RV, Etc.) House with small Guest house

Number of Bedrooms 5 total

Indicate Sq Ft of Living Area 5074 total



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Non-Single Family Residential

(Planning materials must show adequate land area for doubling the required land needed for treatment units and disposal area)

Type of Facility \_\_\_\_\_

Offices, Factories, Churches, Schools, Parks, Etc. - Indicate Number Of Occupants \_\_\_\_\_

Restaurants, Lounges, Theaters - Indicate Number of Seats \_\_\_\_\_

Hotel, Motel, Hospital, Nursing Home - Indicate Number of Beds \_\_\_\_\_

Travel Trailer/RV Parks - Indicate Number of Spaces \_\_\_\_\_

Miscellaneous \_\_\_\_\_

Estimated Cost of Construction: \$ 600,000 (Structure Only)

Is any portion of the proposed OSSF located in the United States Army Corps of Engineers (USACE) flowage easement?

Yes  No (If yes, owner must provide approval from USACE for proposed OSSF improvements within the USACE flowage easement)

Source of Water  Public  Private Well

Are Water Saving Devices Being Utilized Within the Residence?  Yes  No

By signing this application, I certify that:

- The completed application and all additional information submitted does not contain any false information and does not conceal any material facts. I certify that I am the property owner or I possess the appropriate land rights necessary to make the permitted improvements on said property.
- 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 understand that a permit of authorization to construct will not be issued until the Floodplain Administrator has performed the reviews required by the Comal County Flood Damage Prevention Order.
- I affirmatively consent to the online posting/public release of my e-mail address associated with this permit application, as applicable.

Larry Sunn  
Signature of Owner

10/2/2020  
Date

\*\*\* COMAL COUNTY OFFICE OF ENVIRONMENTAL HEALTH \*\*\*  
APPLICATION FOR PERMIT TO CONSTRUCT AN ON-SITE SEWAGE TREATMENT FACILITY AND LICENSE TO OPERATE

**VOID**

Planning Materials & Site Evaluation as Required Completed By Hoyt Seiderich

System Description ~~Structure~~ Soil Substitution System with Septic Tank

Size of Septic System Required Based on Planning Materials & Soil Evaluation

Tank Size(s) (Gallons) 1500 Gallon Dual Tank Absorption/Application Area (Sq Ft) 2025

Gallons Per Day (As Per TCEQ Table III) 540

(Sites generating more than 5000 gallons per day are required to obtain a permit through TCEQ.)

Is the property located over the Edwards Recharge Zone?  Yes  No

(If yes, the planning materials must be completed by a Registered Sanitarian (R.S.) or Professional Engineer (P.E.))

Is there an existing TCEQ approved WPAP for the property?  Yes  No

(If yes, the R.S. or P.E. shall certify that the OSSF design complies with all provisions of the existing WPAP.)

If there is no existing WPAP, does the proposed development activity require a TCEQ approved WPAP?  Yes  No

(If yes, the R.S. or P.E. shall certify that the OSSF design will comply with all provisions of the proposed WPAP. A Permit to Construct will not be issued for the proposed OSSF until the proposed WPAP has been approved by the appropriate regional office.)

Is the property located over the Edwards Contributing Zone?  Yes  No

Is there an existing TCEQ approval CZP for the property?  Yes  No

(If yes, the P.E. or R.S. shall certify that the OSSF design complies with all provisions of the existing CZP.)

If there is no existing CZP, does the proposed development activity require a TCEQ approved CZP?  Yes  No

(If yes, the R.S. or P.E. shall certify that the OSSF design will comply with all provisions of the proposed CZP. A Permit to Construct will not be issued for the proposed OSSF until the CZP has been approved by the appropriate regional office.)

Is this property within an incorporated city?  Yes  No

If yes, indicate the city: City of Bulverde

By signing this application, I certify that:

- The information provided above is true and correct to the best of my knowledge.
- I affirmatively consent to the online posting/public release of my e-mail address associated with this permit application, as applicable.

Hoyt Seiderich  
Signature of Designer

2-17-19  
Date

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**ON-SITE SEWERAGE FACILITY**  
Soil **VOID** Report Information

Date Soil Survey Performed: 1/3/2019

Site Location: 451 Brand Rd.

Name of Site Evaluator: Hoyt Seidensticker Registration Number: QS0008771

Proposed Excavation Depth: 18 inches County: Comal

Requirements:

- At least two soil excavations must be performed on the site, at opposite ends of the proposed disposal area.
- Location of soil boring or dug pits must be shown on the site drawing.
- For subsurface disposal, soil evaluation must be performed to a depth of at least two feet below the proposed excavation depth. For surface disposal, the surface horizon must be evaluated.
- Describe each soil horizon and identify any restrictive feature on the form. Indicate depths where features appear.

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Soil Boring Number <u>1 and 2</u>						
Depth (feet)	Texture Class	Soil Structure	Gravel Analysis	Drainage (Redox Features/ Water Table)	Restrictive Horizon	Observations (color, consistence)
0	III	clay loam	<30%	none	none	black
1 12 in	III	Clay loam	<30%			cream with calcareous material
2						
3						
4						
5 60 in						

Soil Boring Number <u>2</u>						
Depth (feet)	Texture Class	Soil Structure	Gravel Analysis	Drainage (Redox Features/ Water Table)	Restrictive Horizon	Observations (color, consistence)
0	III	clay loam	<30%	none	none	black
1 12 in	III	Clay loam	<30%			cream with calcareous material
2						
3						
4						
5 60 in						

**VOID**

**Features of Site Area**

- Presence of 100 year flood zone Yes \_\_\_ No x
- Presence of adjacent ponds, streams, water improvements Yes \_\_\_ No x
- Existing or proposed water well in nearby area Yes x No \_\_\_
- Organized sewage service available to lot or tract Yes \_\_\_ No x
- Recharge feature within 150 feet Yes \_\_\_ No x

By my signature, I hereby certify that the information provided in this report is based on my site observations and are accurate to the best of my ability.

I understand that any misrepresentation of the information contained in this report may be grounds to revoke or suspend my license. The site evaluation determined the site is suitable for a Standard disposal system with Septic Tank treatment

According to table XIII, the site is suitable for this proposed system. A copy of Table XIII has been given to the property owner to inform them of other alternatives based upon the result of this site evaluation

Hoyt Seidensticker  
Signature of Site Evaluator

2/11/19  
Date

2/12/2019  
12:10 AM  
Standard System

# ON-SITE SEWERAGE FACILITY

**VOID**

## DESIGN CRITERIA

LARRY SUNN

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### Property Information:

St. Address: 451 Brand Road  
City: Bulverde State: Texas  
Zip code: 78163

### House Information

No. of Bedrooms: 2  
Sq. footage (Approx.): 1000 3700  
gallons per day 180 360  
Water Supply: well

guest Main house

### Predicted Quantity of Sewage (Q)

Water Saving Devices in Home (y/n): yes  
Gallons/day (Q): 540  
Greywater included (yes/no): yes

### Supply Line From Tank & Lateral Lines

Length of supply line (approx. ft): 50  
Type of supply line: min of SDR 35  
Size of supply line (in): 4  
Total length of manifold (ft): step downs  
Manifold placement: end  
Number of laterals: 4  
Type of laterals: leaching chambers  
Number of panels: 81  
Tot length of laterals required (ft): 405  
Tot length of laterals installed (ft): 405

### Rate of Adsorption (Ra)

Application rate (g/sq. ft): 0.2  
Minimum Adsorptive Area in (sq. ft.): 2700  
25% reduction Min Abs area (sq. ft.): 2025

### Supply Line from House

Total length of supply line (approx. ft): 55  
Type of supply line: min Sch 40  
Size of Supply line (in): 3 or 4

### Septic Tank Capacity

Block Creek Concrete Products tank  
or equivalent: 1  
Minimum Total tank volume (gallons): 1500  
1st compartment size (gallons): 1000  
2nd compartment size (gallons): 500

**VOID**

### Trench Information

Trench depth (in): 18  
Single trench length (ft): 100,100,100,105  
Trench width (ft): 3  
Gravel depth under lateral (minimum in): N/A  
Minimum total gravel depth (in): N/A

All design criteria is in accordance with TCEQ, Title 30, TAC Chapter 285, Subchapter D, On-Site Sewage Facilities (Effective December 27, 2012). The above design was based on the best available information and should function properly under normal operating conditions. All changes or modifications made to design must be approved by the below signed designer.

\_\_\_\_\_  
Hoyt Seidensticker, R.S. No. 3588  
Land Stewardship Services, 1822 FM 473, Boerne, Texas 78006  
Cell (210) 414-6603,

2/11/2019  
Date



Effective Immediately: If any change(s) are made that require a revision to this design, a \$75.00 fee will be assessed. This includes,

Scale 1"=60'

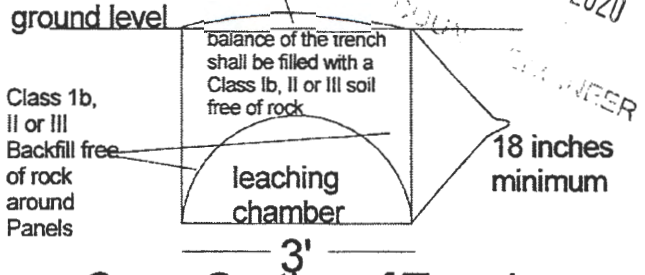
Site Map  
 Standard Disposal with  
 Septic Tank Treatment  
 Larry Sunn  
 451 Brand Road  
 Bulverde, Texas 78163  
 Comal County

**VOID**

2-11-19

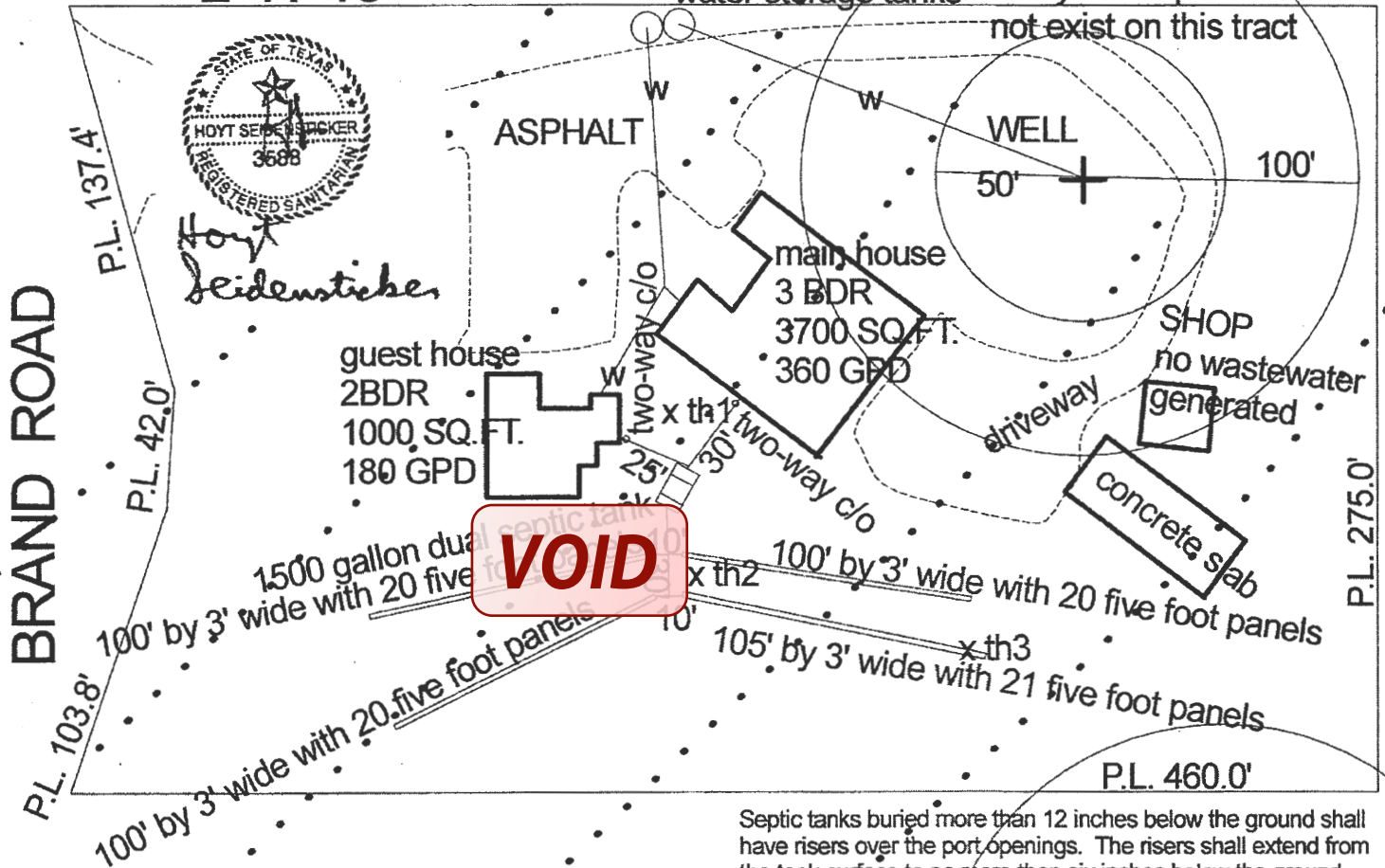
Sandy loam or topsoil free of rock and clay shall be mounded 2"-4" above edge of trench.

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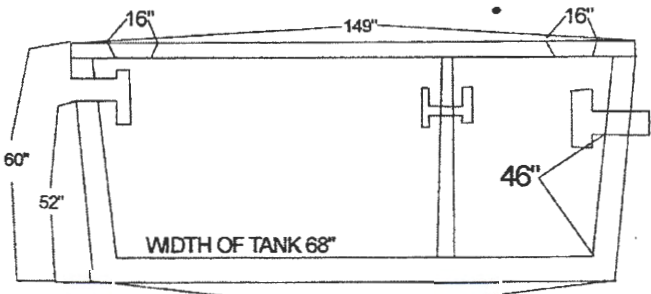
Cross Section of Trench using leaching chambers

water storage tanks 100 yr flood plain does not exist on this tract



**VOID**

Septic tanks buried more than 12 inches below the ground shall have risers over the port openings. The risers shall extend from the tank surface to no more than six inches below the ground. A secondary plug, cap or other suitable restraint system shall be proved below the riser cap to prevent tank entry if the cap is unknowingly damages or removed.



1500 gallon dual compartment septic tank

Risers must be permanently fastened to the tank lid or cast into the tank. The connection between the riser and the tank lid must be watertight. Risers must be fitted with removable watertight caps and protected against unauthorized intrusions by either a padlock, a cover that can be removed with specialized tools, a cover having a minimum net weight of 29.5 kilograms (65 pounds) set into a recess of the tank lid, or any other means approved by the executive director.



3/10



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Notice of confidentiality rights: If you are a natural person, you may remove or strike any or all of the following information from any instrument that transfers an interest in real property before it is filed for record in the public records: your Social Security number or your driver's license number.

### General Warranty Deed

Date: January 30, 2020

Grantor: **Larry A. Sunn and Margaret E. Sunn**

Grantor's Mailing Address: PO Box 428 BULVERDE, TX 78163

Grantee: **Larry A. Sunn and Margaret E. Sunn and Janette Nehls as Joint Tenants with Right of Survivorship**

Grantee's Mailing Address: PO Box 428 BULVERDE, TX 78163

Consideration: Cash and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged this chapter for consideration clauses.

Property (including any improvements): **Field notes for a survey of 2.882 acres of land out of the Levi Dikes Survey No. 412, Abstract No. 131 in Comal County, Texas, said 2.882 acres of land being more Particularly Described as Follows:**

**BEGINNING at an iron pin in fence on the occupational east line of the above referenced Levi Dikes Survey No. 412 for the southeast corner of this tract, said iron pin being North 00\* 24' West, 938.20 feet from the Southeast corner of said Survey No. 412.**

**THENCE South 89\* 15' West, 458.70 feet to an iron pin on the East right-of-way line of a 60' wide ingress-egress easement for the Southwest corner of this tract.**

**THENCE along said right-of-way line, North 18\* 45' East, 97.80 feet to an iron pin, and North 09\* 02' West, 189.30 feet to an iron pin for the northwest corner of this tract.**

**THENCE North 88\* 58' East, 465.05 feet to an iron pin in fence on the occupational East line of Survey No. 412 for the Northeast corner of this tract.**

**THENCE with fence along said survey line, South 00\* 58' East, 54.10 feet, South 02\* 46' West, 175.40 feet, and South 00\* 37' West, 52.85 feet to the PLACE OF BEGINNING.**



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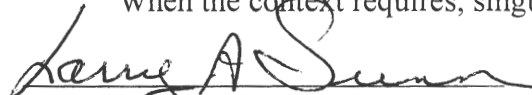
Reservations from Conveyance: None

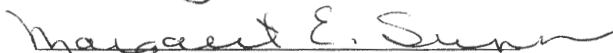
Exceptions to Conveyance and Warranty:

This conveyance is made and accepted subject to all restrictions, covenants, conditions, rights-of-way, assessments, outstanding royalty and mineral reservations and easements, if any, affecting the above described property that are valid, existing and properly of record as of the date hereof and subject, further, to taxes for the year 2020 and subsequent years.

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

When the context requires, singular nouns and pronouns include the plural.


  
Larry A. Sunn

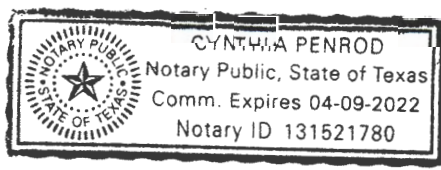
  
Margaret E. Sunn

STATE OF TEXAS  
COUNTY OF BEXAR

Before me, Larry Sunn and Margaret Sunn on this day personally appeared Larry A. Sunn and Margaret E. Sunn, known to me or proved to me on the oath of \_\_\_\_\_ or through TXDL to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he (she) executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 30<sup>th</sup> day of January, 2020.

  
Notary Public Signature



After filing, please return to:  
Larry A. Sunn and Margaret E. Sunn  
PO Box 428  
BEAVERDE, TX 78163

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Filed and Recorded  
Official Public Records  
Bobbie Koepf, County Clerk  
Comal County, Texas  
01/30/2020 12:30:47 PM  
LAURA 3 Page(s)  
202006003653



*Bobbie Koepf*



**COMAL COUNTY**  
ENGINEER'S OFFICE

**OSSF DEVELOPMENT APPLICATION CHECKLIST**

*Staff will complete shaded items*

<i>Date Received</i>	<i>Initials</i>

RECEIVED  
OCT 02 2020  
Permit Number \_\_\_\_\_  
COUNTY ENGINEER

**Instructions:**

Place a check mark next to all items that apply. For items that do not apply, place "N/A". This OSSF Development Application Checklist must accompany the completed application.

**OSSF Permit**

- Completed Application for Permit for Authorization to Construct an On-Site Sewage Facility and License to Operate
- Site/Soil Evaluation Completed by a Certified Site Evaluator or a Professional Engineer
- Planning Materials of the OSSF as Required by the TCEQ Rules for OSSF Chapter 285. Planning Materials shall consist of a scaled design and all system specifications.
- Required Permit Fee - See Attached Fee Schedule
- Copy of Recorded Deed
- Surface Application/Aerobic Treatment System
  - Recorded Certification of OSSF Requiring Maintenance/Affidavit to the Public
  - Signed Maintenance Contract with Effective Date as Issuance of License to Operate

**I affirm that I have provided all information required for my OSSF Development Application and that this application constitutes a completed OSSF Development Application.**

LA Sun  
Signature of Applicant

10/2/2020  
Date

<input type="checkbox"/> COMPLETE APPLICATION Check No. _____ Receipt No. _____
--

<input type="checkbox"/> INCOMPLETE APPLICATION (Missing Items Circled, Application Refused)
---