

## **ORDINANCE NO. 129**

BE IT ORDAINED BY THE COMMISSION OF THE TOWN OF  
WILLOW PARK, TEXAS:

### **PLUMING CODE:**

#### **Section 1.01 - Office of Business Official**

The Office of Business Official is hereby created. The Building Official to be appointed by the Town Council.

#### **Section 1.02 - Duties**

It shall be the duty of the Business Official to enforce the provisions of the codes of the Town of Willow Park either individually or acting by and thru his duly authorized representatives. He shall be responsible for making inspections, issuing licenses and permits, administering examinations, and performing all other functions of the office as prescribed in these codes or by administrative order. He shall keep complete records of all permits issued, inspections made and other official work performed in accordance with the provisions of these codes.

#### **Section 1.03 - Fees (Section 3.03 be changed to read:)**

- a) A separate permit shall be required for each separate building.
- b) The permit fee for residence shall be two (\$0.02) cents per square foot of floor space.
- c) In any case where work commences before a permit is issued, the fee therefore shall be doubled.

#### **Section 3.01 - Office of Plumbing Inspection**

- a) The office of Plumbing Inspector is hereby established within the Department of Public Works of the Town, which shall be under the supervision of the Building Official.
- b) The Building Official may appoint Plumbing Inspectors and may designate a Chief Plumbing Inspector as he may prescribe. Such appointments shall be subject to confirmation by the Town Council.
- c) It shall be the duty of the Plumbing Inspector to enforce the provisions of this code. He shall be responsible for making inspections, issuing permits, and performing all other functions of the Office of Plumbing Inspector as prescribed in this code or by Administrative order. He

shall keep complete records of all permits issued, inspections made, and other official work performed in accordance with the provisions of this code. He shall also keep a file in the office of Plumbing Inspection; a list of plumbing equipment inspected which shall be accessible for public reference.

- d) The Plumbing Inspector shall have the power and it shall be his duty, where any building, premises or construction contains improper or defective plumbing or where same has been constructed, erected, altered, or repaired without a permit as provided by this code, to give prompt written notification to the utility involved to cut off the water or gas supply thereto until such improper or defective plumbing shall be made to comply fully with the provisions of this code, and a certificate to the Plumbing Inspector shall have been issued.
- e) Where action is taken by the Plumbing Inspector to enforce the provisions of this code, such action shall be in the name and on behalf of the City, and the Inspector in so acting shall not render himself personally liable for any damage which may occur to persons or property as a result of an action committed in good faith in the discharge of his duties, and any suit brought against any inspector by reason thereof shall be defended by the City Attorney until final determination of the proceedings contained therein.
- f) The Plumbing Inspector shall have the right to enter any building or premises at any reasonable time in the discharge of his official duties, or for the purpose of making any inspection, re-inspection, or test required by this code.

#### Section 3.02 - Permits Required

- a) It shall be unlawful to construct, install or cause to be installed any plumbing as defined herein without first securing a plumbing permit therefor except as otherwise provided in Section 3.03. A separate permit shall be required for each separate building.
- b) It shall be unlawful for any person to make any extensions to any lines or pipes, using water from city water mains, whether within or without the corporate limits of the city, or to add any pipes or to change any pipes or lines from a water line, apartment, house, premises, or meter without first securing a permit for such changes except as otherwise provided in Section 3.03.
- c) Permits and inspections shall be required for the replacement of water heaters.
- d) All persons who engage in or work at the actual installation, alteration, repair and renovating of plumbing shall possess either a master or journeyman plumber's license in accordance with the provisions of the

Plumbing License Law of 1947.

- e) Exemptions: The following acts, work and conduct shall be expressly permitted without license:

Home Owner: Plumbing work done by a property owner in a building owned or occupied by him as his home.

Maintenance, Utility, and Appliance Work: Plumbing work done by any one who is regularly employed as or acting as a maintenance man or maintenance engineer, incidental to and in connection with the business in which he is employed or engaged and who does not engage in the occupation of a plumber for the general public; construction, installation and maintenance work done upon the premises or equipment of a railroad by an employee thereof who does not engage in the occupation of a plumber for the general public; and plumbing work done by persons engaged by any public service company in the laying, maintenance and operation of its service mains or lines and the installation, alteration, adjustment, repair, removal and renovation of all types of appurtenances, equipment and appliances; appliance installation and service work done by any one who is an appliance dealer or is employed by an appliance dealer, and acting as an appliance installation man or appliance service man in connecting appliances to existing piping installations; provided, however, that all work and service herein named or referred to shall be subject to inspection and approval in accordance with the terms of all local valid city or municipal ordinances.

Section 3.03 - Permits not Required: No plumbing permit is required to do minor repairs such as the maintenance, repair or replacement in kind of the following-

- (1) Yard hydrants and sill cocks;
- (2) Flush valves and float-balls in water closet tanks;
- (3) Accessible traps on lavatories or sinks;
- (4) Replacing of plumbing fixtures where no change in "roughing-in" is involved except replacement of water heaters..(see paragraph Section 3.02-c).

The above examples are representatives only and should not be considered as a limitation on the term "minor repairs."

Section 3.04 - Issuance of Permit: The Plumbing Inspector or his designated representative shall issue all plumbing permits in accordance with the provisions and requirements of this code. All applications for permits shall give the correct location of the building, name of the owner of such building, and a complete statement of the work and fixtures to be installed. The Plumbing Inspector may require a complete plan of the work to be performed if considered necessary.

Section 3.05 - Special Permits Authorized: A special permit may be issued by the Plumbing Inspector, in writing, when plumbing cannot be installed in accordance with all the provisions of this code, if in his judgment the writing accompanied by a sketch showing the work to be done; said sketch must be kept on file in the Plumbing Inspector's office. In other work pertaining to, but not specifically covered by this code, the Plumbing Inspector may prescribe such specifications as may be necessary and shall be consulted before any work is started.

Section 3.06 - Persons who may Obtain a Permit: Permits shall be issued only to the following:

- (1) Any Master Plumber licensed by the State Board of Plumbing Examiners.
- (2) Any property owner for plumbing work to be done by him in a building owned or occupied by him as his home.
- (3) Any appliance dealer or employee of an appliance dealer who is acting as an appliance installation man or appliance service man in connecting appliances to existing piping installations.

Section 3.07 - Permits not Transferable: Each permit issued under this code shall be personal to the Permittee. No such permit shall be assigned or transferred to another person and no person shall permit another person to obtain a permit in his name, or permit any plumbing or gas fitting work to be performed under his permit by any person other than a person authorized to do the same.

Section 3.08 - False Statement or Bad Faith: Any person who shall wilfully make any false statement in order to obtain a permit shall be guilty of a misdemeanor and subject to the penalty provided herein. Bad faith or unreasonable delay in the performance of plumbing work shall be deemed a sufficient reason for subjecting the plumber so offending to a suspension of the permit and no further permit shall be issued until such act of bad faith or unreasonable delay has been corrected.

Section 3.09 - Duration of Permit: Every permit under the provisions of this code shall expire 90 days after the date thereof unless the work authorized by such permit shall have been commenced within such time; and every permit shall expire if the work authorized by such permit is suspended or abandoned for as long as 90 days after it has been commenced. In every case where a permit is permitted to expire, a new permit shall be obtained before any work is resumed.

Section 3.10 - Permit and Inspection Fees: The permit and inspection fees herein provided shall be paid to the Town before the issuance of a permit and before any work is started. The fees shall be as follows:

- a. The plumbing permit fee for residences shall be one (\$0.01) cent per square foot of floor space.
- b. In any case where work commences before permit is issued, the fees therefore shall be doubled.

Section 3.11 - Inspections and Tests: When required, all new plumbing work, and such portions of existing systems as may be affected by new work or any changes, shall be inspected to insure compliance with all the requirements of this Ordinance. It shall be the duty of the plumber to give reasonable advance notice to the Plumbing Inspection Department when plumbing work is ready for inspection. If the Inspector finds the installation does not meet with the requirements of the code, the plumber shall make the necessary corrections and the work shall then be re-submitted for inspection. All materials and labor necessary for tests shall be furnished by the plumber.

Section 3.12 - Drainage and Vent System Tests: All the piping of new installations, and of major additions, or renovations of existing systems, shall be tested with air or water. The water test shall be applied to the drainage system either in its entirety or in sections. All openings in the portion under test shall be tightly plugged except the highest opening and the system filled with water to point of overflow. No joint or pipe in the system (to a point at least level with the top floor) shall be submitted to less than a 42-inch head of water. The water shall be kept in the system, or portion of the system under test, for a period of at least 15 minutes before inspection and shall then be tight at all points.

Section 3.13 - Water Supply System Test: Upon completion of the water system, or section thereof, it shall be tested and proved tight under a water test at least as great as city water pressure. Water for testing must be from a portable supply. Pressure must be on systems for at least 15 minutes prior to inspection. Caulking or use of any patching material is strictly prohibited. All faulty pipe and materials shall be replaced with good materials.

Section 3.14 - Building Sewer Test: All building sewers shall be inspected and approved prior to backfill. Building sewers shall be tested with a 10-foot head of water and proved tight.

Section 3.15 - Gas System Test: The test on house piping shall be made by closing all openings and subjecting the pipes to an air pressure that will support a column of mercury 10 inches in height. If this column of mercury is supported by the air pressure for at least 15 minutes, during periods of constant temperature, the piping shall be considered tight.

Section 3.16 - Prohibited Methods of Testing: Water shall not be used in testing gas piping for leaks and piping into which water has been introduced will not be approved, but will be condemned as faulty. A fire test is not permitted under any circumstances on inside work.

Section 3.17 - Gas System Inspection: When the plumber has completed the gas piping system and has all branches and branch extensions firmly and permanently fastened, he shall test the piping and if found tight, shall make application for inspection and the plumbing inspector will call and inspect the piping and witness the test, and if he finds the piping tight, and the sizes and work in accordance with the provisions of this code, he will issue a certificate of inspection and attach an inspection tag to the work.

Section 3.18 - Final Inspections:

- a. Final inspection shall be made on the sanitary system and the water system after the fixtures are set and the building is ready for occupancy.
- b. Final inspection shall be made on the gas system after the water heater, furnace and gas cocks have been installed and shall be made with air pressure of 10 inches of mercury for 15 minutes. When changes or extensions are made to a gas system from a point where no gas stop has been provided in the original gas system, the plumber must prepare the entire system for test and same with air pressure of 10 inches of mercury. Test must be on system for a minimum of 15 minutes before inspection.

Section 3.19 - Covering Plumbing: No part of the plumbing system shall be covered before it has been tested, inspected and approved as prescribed in this section. If any part is covered prior to the provisions of this section, it shall be exposed upon the direction of the Plumbing Inspector.

Section 3.20 - Bond Required: Before any person, firm or corporation shall engage in the business of plumbing in the Town, he, it or they shall first obtain the proper license and deposit with the Town a good and sufficient bond in the sum of One Thousand (\$1,000.00) Dollars, conditioned that the person, firm or corporation engaged in the plumbing business will faithfully observe all the laws pertaining to plumbing; Further, that the Town shall be indemnified and saved harmless from all claims arising from accidents and damage of any character whatsoever caused by the negligence of such person, firm or corporation engaged in the plumbing business, or by any other unfaithful inadequate work done either by themselves or their agents or employees.

Section 3.21 - Conformance with Code: All plumbing systems here after installed shall conform with the provisions of this code.

- a. Sewer Required: Every building in which plumbing fixtures are installed shall have a connection to a public or private sewer.

Exception: When there is no sewer available within 200 feet, an approved private sewage disposal system may be used.

- b. Independent Systems: The drainage system of each new building and of new work installed in existing buildings shall be separate and independent from that of any other building and when available, shall have an independent connection with a public sewer.

Exception: When one building stands in the rear of another building, on an interior lot and these buildings are on one parcel of land under one owner, then the building sewer may be extended to serve the rear building.

- c. Easement Provision: A house sewer may not cross another lot unless an easement or right-of-way is provided to protect all property owners.

Section 3.22 - Fittings for Change in Direction: Changes in direction in drainage piping shall be made by the appropriate use of 45-degree wyes or 1/2 wyes, long or short sweep quarter bends, sixth, eighth, or sixteenth bends, or by a combination of these or equivalent fittings. Single and double sanitary tees and quarter bends may be used in drainage lines only where the direction of flow is from the horizontal to the vertical.

Section 3.23 - Prohibited Fittings and Connections:

- a. Fittings: No fitting having a hub in the direction opposite to flow, or tee branch shall be used as a drainage fitting. No running threads, bands, or saddles shall be used in the drainage system. No drainage or vent piping shall be drilled or drilled and tapped.
- b. Heel or Side-Inlet Bend: A heel inlet quarter bend shall not be used as a vent when the inlet is placed in a horizontal position.
- c. Obstruction to Flow: No fitting or connection which offers abnormal obstruction to flow shall be permitted.

Section 3.24 - Provision for Code Deviations: In existing buildings or premises in which plumbing installations are to be altered, repaired, or renovated, necessary deviations from the provisions of this code may be permitted, provided such deviations conform to the extent of the code and are approved by the Plumbing Inspector.

Section 3.25 - General: Provisions of adequate and safe sewage disposal facilities in areas with no community sewage system can be a difficult problem. Proper disposal of human excreta in such areas is a major factor influencing the health of individuals. The following sections of the Texas General Sanitation Law of 1945 (Article 4477-1, Vernon's Annotated Civil Statutes) are concerned with the treatment and disposal of domestic sewage.

"Sec. 4.(b) No kitchen wastes, laundry wastes, or sewage shall be allowed

to accumulate, discharge or flow into any public place, gutter, street, or highway.

"Sec. 5.(a) All human excreta in populous areas must be disposed of through properly managed sewers, treatment tanks, chemical toilets, approved privies, or by other methods approved by the State Department of Health. The disposal system shall be sufficient to prevent the pollution of surface soil, the contamination of any drinking water supply, the infection of any flies, cockroaches, or the creation of any other nuisance.

"Sec. 5.(b) All effluent from a septic tank hereafter constructed shall be disposed of through a subsurface drainage field designed in accordance with good public health engineering practice or any other method which does not create a nuisance."

In general, the mass use of individual wells for water supply and septic tanks for sewage disposal in suburban developments has usually created health problems and is, therefore an undesirable practice. The modern sewage collection system and central treatment plant provides the most economical, trouble-free and effective method yet devised for the disposal of domestic sewage. For most unsewered, non-urban areas, a septic tank and soil absorption system may be used instead.

Detailed technical information concerning any phase of household sewage disposal may be obtained upon request from the Division of Sanitary Engineering, Texas State Department of Health, Austin, Texas.

Section 3.26 - Site Considerations: The builder should first decide whether a septic tank and soil absorption system will work in his particular case. In general, the proposed site for the septic tank and absorption system must be located a safe distance from water wells, streams, etc., and soil conditions must be suitable. Further, the site must not be in an area subject to flooding, and topography should permit gravity flow through the entire process.

Section 3.27 - House Sewer: The line from the house plumbing system to the septic tank should be constructed of structurally sound pipe such as cast iron, vitrified clay, or concrete. Cast iron pipe should be used under driveways. The pipe should have a minimum inside diameter of four inches and be laid in a straight line at a grade of not less than one-fourth inch fall per foot of pipe. The material used to seal the pipe joints should effectively prevent leakage and entry of roots at the joints.

Section 3.28 - Septic Tank: A properly designed septic tank will be water-tight and will hold all sewage from the home for about a two-day period, in which time gravitational force will cause the settling of most of the sewage solids. The solids, which slowly accumulate in the tank bottom, will then undergo a rotting process and in a few months become more stable chemically. Periodically, the tank will become filled with solids and require emptying. As additional sewage is introduced into the tank, the original

settled liquids is displaced and overflows into the subsurface absorption field.

It is very important that the septic tank be made big enough. Probably the best method of estimating sewage loading is based upon the number of bedrooms in the house to be served. The addition of ground-up garbage solids will also have a significant bearing upon required tank capacity. Table II should be used to determine the required minimum septic tank liquid capacity.

TABLE II

No. of Bedrooms	Septic Tank Capacity (Gallons)	
	A	B
2 or less	500	750
3	600	900
4	800	1,000
For each additional	200	250

- A - Without garbage grinder or automatic washer.
- B - With garbage grinder and/or automatic washer.

The flow line of the inlet pipe should be three inches higher than the operating tank liquid level (which is determined by the flow line of the outlet pipe) to assure rapid drainage of house plumbing. Liquid penetration of the inlet device should be at least six inches but never greater than that of the outlet device. Liquid Penetration of the outlet device should be approximately forty percent of the tank liquid depth.

"T" branches are recommended for inlet and outlet devices because they provide a means for venting decomposition gases from the tank absorption system through the house plumbing. Otherwise, the gases will probably leak from around the lid and cause an odor nuisance in the vicinity of the septic tank. "T" branches also offer ready access for maintenance. To prevent escape of scum and floating solids from the tank, the open spaces between the tops of the inlet and outlet devices and the underside of the tank lid should not be greater than approximately two inches.

For rectangular tanks the proper liquid penetration and riser height of the inlet and outlet devices will be provided if standard four-inch vitrified clay "T" branches---or equivalent fittings of the same dimensions--are used. It is recommended, however, that the barrel of the inlet device be shortened to give a liquid penetration of six inches.

A properly designed single compartment tank will give acceptable performance. Recent research data indicates that two tanks in series or a two-compartment tank, with approximately one-half to two-thirds of the total volume in the first compartment, will provide an extra degree of solids removal, which is especially valuable under poor soil conditions. The second tank or compartment should have inlet and outlet devices designed the same as for a single-compartment tank, except that the elevation, or flow

line of both inlet and outlet devices in the second unit should be the same as the outlet device in the first unit. Means of entry should be provided to each compartment for inspection, cleaning and maintenance. Both the inlet and outlet devices should be accessible for inspection and maintenance without having to enter the septic tank. For tanks not buried too deeply, the use of the sectional slab covers will conveniently and safely provide the needed access. For tanks buried deeply, manholes with risers are recommended.

The septic tank should be of sturdy, water-tight construction. Materials used may be concrete (reinforced poured in place or precast), or tile with concrete base and cover, or metal. Metal tanks shall be plainly marked that they meet U. S. Department of Commerce Commercial Standard CS 177-62.

Section 3.29 - Soil Absorption System: Liquid discharging from a septic tank requires further treatment to render it safe and chemically stable. A well-designed subsurface soil absorption system will allow these liquids to seep away into the ground at a slow rate without creating a health hazard or nuisance. After the prospective builder has picked out a suitable area, with the consideration of safe distances and topography in mind, he should then determine whether soil formations in the chosen area will allow the soil absorption system to work.

Where the topography, or ground slope, is not too steep, a flat or level system of gravel-filled trenches is recommended. The use of a loop trench will avoid dead ends and assure maximum effective utilization of all portions of the system. The capacity of any particular absorption system is fixed by the total area of trench bottom built into the system. The amount of this required minimum area will depend upon the expected sewage load (number of bedrooms) and the average soil percolation time. The soil percolation time may be determined by performing a percolation test as recommended in Paragraph 3.30.

All parts of the trench bottom should be at the same elevation, permissible variations in total trench depth of a minimum eighteen inches to a maximum of twenty-four inches. Permissible variations in trench widths range from a minimum of approximately eighteen inches to a maximum of thirty-six inches. Minimum recommended spacing between adjacent edges of parallel trenches is approximately five feet. Liquid from the septic tank is conducted to the absorption via a watertight line similar to the house sewer. The liquid is distributed uniformly through the gravel-filled trenches, with a minimum of six inches gravel depth under the pipe and a two-inch gravel cover. Thus, a total gravel depth of approximately twelve inches would be required. To avoid root troubles, an additional six inches of gravel should be provided underneath the distribution tile within ten feet of trees or large shrubs. The filtering media may be clean, graded gravel, broken brick, washed rock, or similar aggregate and may range in size from one-half to two and one-half inches. Pipe joints in the distribution line, preferable twelve inch length, are laid with small gaps (the thickness of a pencil or less) between joints to allow the slow escape of the liquid. Covering the top half of the distribution pipeline with lengths of tar-paper or equivalent material is recommended to prevent the

entry of fine materials into the openings between joints. A covering of straw, hay, tarpaper, or a similar material, over the top of the gravel is also recommended to prevent the soil backfill from invading the gravel until the backfill becomes stabilized.

Where the topography, or ground slope, is too steep for feasible construction of a closed-loop trench system, the following alternate layout may be used. A single, level trench, constructed like the closed-loop trench, is built along a contour and the overflow from this line is conducted via a water-tight line to the next lower level where a second trench can be built along a contour similar to the upper trench. The pattern can be repeated until the required minimum trench bottom area has been provided. It is recommended that no individual trench exceed one hundred feet in length.

Poor construction practices will cause serious damage to the soil absorption system. It is, therefore, extremely important that care be taken to avoid sealing the surface on the bottom and sides of the absorption trenches through smearing. Trenches should not be excavated when the soil is wet enough to smear or compact easily. Open trenches should be protected from surface runoff, and if it is necessary to walk on a trench, use a temporary board on the bottom to reduce the damage. All smeared or compacted surfaces should be raked to a depth of one inch and loose material removed just before the gravel or other media is laid.

The top of a new absorption trench should be hand-tamped and over-filled with about four to six inches of earth to prevent later settling below grade. Automobiles or heavy machinery will crush the distribution tile and should be excluded from the area unless provisions are made to support the extra weight.

#### Section 3.30 - Percolation Test:

- a. Number and Location of Tests: Six or more tests shall be made in separate test holes spaced uniformly over the proposed absorption field site.
- b. Type of Test Hole: Dig or bore a hole, with horizontal dimensions of from four to twelve inches and vertical sides to the depth of the proposed absorption trench.
- c. Preparation of Test Hole: Carefully scratch the bottom and sides of the hole with a knife blade or sharp-pointed instrument in order to remove any smeared soil surfaces and to provide a natural soil interface into which water may percolate. Remove all loose material from the hole. Add two inches of coarse sand or fine gravel to protect the bottom from scouring and sediment.
- d. Saturation and Swelling of the Soil: It is important to distinguish between saturation and swelling. Saturation means that the void spaces between soil particles are full of water. This can be accomplished in a short period of time. Swelling is caused by intrusion of water into the individual soil particle. This is a slow process, especially in clay-type soil, and is the reason for requiring a prolonged soaking period.

In the conduct of the test, carefully fill the hole with clear water to a minimum depth of twelve inches over the gravel. In most soils, it is necessary to refill the hole by supplying a surplus reservoir of water, possibly by means of an automatic syphon, to keep water in the hole for at least four hours and preferably over-night,. Determine the percolation rate twenty-four hours after water is first added to the hole. This procedure is to insure that the soil is given ample opportunity to swell and to approach the condition it will be in during the wettest season of the year. Thus, the test will give comparable results in the same soil whether made in a dry or in a wet season. In sandy soils containing a little or no clay, the swelling procedure is not essential, and the test may be made as described under Paragraph 3.31-C, after the water from one filling of the hole has completely seeped away.

Section 3.31 - Percolation-Rate Measurement: With the exception of sandy soils, percolation-rate measurements shall be made on the day following the procedure described under paragraph 3.30-d.

- a. If water remains in the test hole after the over-night swelling period, adjust the depth to approximately six inches over the gravel. From a fixed reference point, measure the drop in water level over a thirty-minute period. This drop is used to calculate the percolation rate.
- b. If no water remains in the hole after the over-night swelling period, add clear water to bring the depth of water in the hold to approximately six inches over the gravel. From a fixed reference-point, measure the drop in water level at approximately thirty-minute intervals for four hours, refilling six inches over the gravel as necessary. The drop that occurs during the final thirty-minute period is used to calculate the percolation rate. The drops during prior periods provide information for possible modification of the procedure to suit local circumstances.
- c. In sandy soils (or other soils in which the first six inches of water seep away in less than thirty minutes, after the over-night swelling period), the time interval between measurements shall be taken at ten minutes and the test run for one hour. The drop that occurs during the final ten minutes is used to calculate the percolation rate.

Section 3.32 - Maintenance of Septic Tanks: Septic tanks should be cleaned before too great of volume of settled sewage solids accumulate. If either the deposited solids or flating scum layer approaches too closely to the bottom of the outlet device, particles will be scoured into the soil absorption system. If this condition is allowed to continue, the solids will eventually clog and ruin the absorption system. Construction of a new absorption system is usually necessary in such a case.

A tank which receives normal loading should be inspected at yearly intervals to

determine if it needs emptying. Experience for a particular system will indicate the desirability of longer or shorter intervals between inspections. A long stick wrapped with rough white toweling and lowered to the bottom of the tank will show the depth of solids and the liquid depth of the tank. The stick should be small enough in diameter so it can be lowered through the outlet device to avoid scum particles. After several minutes, if the stick is carefully removed, the height to which the solids have built up can be distinguished by black particles clinging to the toweling. It is recommended that the tank be emptied when the solids level has built up to approximately twelve inches from the bottom of the outlet device. Professional septic tank cleaners with tank truck and pumping equipment are located in most large communities and can be hired to perform this service. In any case, the contents of the septic tank may contain disease-causing organisms and should be disposed of in a manner that is acceptable to local health authorities.

Immediate replacement of broken-off inlet or outlet fittings in the septic tank is essential for effective operation of the system.

Section 3.33 - Prohibiting Work without a Permit: No person, firm or corporation or other entity shall install or perform any plumbing work as defined in this code without first having secured a permit in accordance with the provisions of this code.

Section 3.34 - Prohibiting use of Untested Installations: No person, firm, corporation, or other entity shall cause or permit any plumbing installation to be connected with the Town water or sewer system or to any gas distributing system nor shall such person, firm, corporation or other entity use or permit the use of any such plumbing installation, or cause or permit any water, sewage or gas to flow through the same before it has been inspected and approved as herein Provided.

Section 3.35 - Penalties: Any person, either by himself or agent, and any firm, corporation or other entity who violates any of the provisions of this code shall be deemed guilty of a misdemeanor, and, upon conviction of any such violation, shall be fined in any sum not to exceed ONE HUNDRED DOLLARS (\$100.00); and each day during which such violation continues shall constitute a separate and distinct offense. In any case of a violation of any of the terms or provisions of this ordinance by any corporation the officers and agents actively in charge of the business of such corporation shall be subject to the penalty herein provided. Any offense defined herein which has been defined by laws of the State of Texas as an offense and for which penalty has been prescribed, shall be punished as provided in said Stated Law, and nothing herein shall be held as fixing any penalty contrary to a penalty provided by the laws of the State of Texas.

Section 3.36 - Responsibility for Defects Unchanged: This code does not relieve from or lessen the responsibility or liability of any person owning, operating, controlling, or installing any plumbing, gas piping or gas-fired appliances for damages to person or property caused by any defect therein, nor shall the Town be regarded as assuming any such liability by reason of the inspection authorized herein or certificate of approval

issued as herein provided.

Section 3.37 - Severability Clause: If any provision of this code, or the application thereof to any person or circumstances, is held invalid, the remainder of the code, and the application of such provision to other persons or circumstances, shall not be affected thereby.

Section 3.38 - Repealing Clause: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

#### ELECTRICAL CODE:

Section 4.01 - Amendments: The National Electrical Code, as adopted in Section 4.01 hereof, is hereby modified by the following deletions, amendments and additions.

1. Section 230-41, Size of Service Entrance Conductors, Overhead System and Underground System, is amended as follows:
  - a. The second sentence thereof is amended to read as follows: "Service entrance conductors shall have a capacity of not less than 100 amperes, except:"
  - b. Exception No. 1 is deleted in its entirety.
2. Section 230-44, Wiring Methods, is amended to read as follows:
  - a. Service-entrance conductors extending along the exterior, or entering buildings or other structures shall be enclosed in rigid conduct, or, for circuits not exceeding 600 volts, in electrical metallic tubing, wireways, auxilliary gutters, or as busways.
  - b. The point of entrance of electrical service wires on underground services and the point of landing of electrical service drops on overhead services shall be designated by the electricity supply agency and approved by the Building Official. All facilities for the installation of meters shall meet the metering requirements of the electrical supply agency.
  - c. Not less then three (3) feet of each conductor shall be left at the service head for connection to the service drop.
3. Section 200-4, Protection against Physical Damage, is amended to read as follows:
  - a. All wiring within all buildings hereinafter erected and alterations in and additions to such wiring in or on buildings now existing shall be installed in an approved metal or approved non-metallic raceway system as listed

by underwriters Laboratories and installed in strict accordance with provisions of this code; provided, however, that this provision shall not apply to single family residences and multiple family occupancies used solely for living quarters which are not located in fire zones #1 and #2, as said fire zones are now or may be here-after designated and defined by the Town. Single family and two family residences may be wired in non-metallic sheathed cable, subject to other provisions of this code. Non-metallic sheathed cable may be used only for branch circuits wiring in multi-family dwelling structures of three or more units.

- b. All electrical wiring installed on the outside surface of any building, including a private residence, within the Town, shall be run in approved and properly grounded metal raceways.
- a. All conductors shall be copper.

Section 4.02 - Prima Facie Evidence of Safe Condition: Conformity of electrical equipment and installations with provisions of this code, the National Electric Safety Code and standards established by the Underwriters' Laboratories, Inc., shall be prima facie evidence that such equipment and installations are in safe condition.

## ARTICLE 2 - OFFICE OF ELECTRICAL INSPECTION

Section 4.03 - Office of Electrical Inspection Created: There is hereby established within the Department of Public Works of the Town an Office of Electrical Inspection, which shall be under the supervision of the Building Official.

Section 4.04 - Electrical Inspectors - Appointment: The Building Official may appoint Electrical Inspectors and may designate a Chief Electrical Inspector with such powers of supervision and control over the Office of Electrical Inspection as he may prescribe. Appointments shall be confirmed by the Town Council.

Section 4.05 - Duties: It shall be the duty of the Electrical Inspector to enforce the provisions of this code, either individually or acting by and through his duly authorized representatives. He shall be responsible for making inspections, issuing licenses and permits, administering examinations, and performing all the other functions of the Office of Electrical Inspection as prescribed in this code or by administrative order. He shall keep complete records of all permits issued, inspections made, and other official work performed in accordance with the provisions of this code. He shall also keep on file in the Office of Electrical Inspection a list of electrical equipment inspected and certified by Underwriters' Laboratories, Inc., which shall be accessible for public reference.

Section 4.06 - Authority:

- a. Inspections - Electrical Inspectors shall have the right during reasonable hours to enter any building or premises in the discharge of

his official duties, or for the purpose of making any inspection, reinspection, or test of the electrical equipment contained therein, or its installation. When any electrical equipment is found by the Electrical Inspector to be dangerous to persons or property, the person, firm, or corporation responsible for the electrical equipment shall be notified and shall make any changes or repairs which are required to make such equipment in safe condition, and if such work is not completed within fifteen (15) days or any longer period than may be specified in said notice, the Building Official shall have the authority to disconnect all electric service to said electrical equipment and/or the premises in or upon which the same is located.

- b. Disconnection of Equipment - In case of emergency, where necessary for safety to persons or property, or where electrical equipment may interfere with the work of the fire department, the Building Official shall have the authority to disconnect immediately and without notice to anyone, or to cause the immediate disconnection of, any electrical equipment.

### ARTICLE 3 - LICENSES

#### Section 4.07 - License Required:

- a. It shall be unlawful for any person, firm or corporation who is not the holder of an unexpired, unrevoked license or temporary working permit to engage in any business or perform any work in connection with constructing, installing, maintaining, extending, repairing or replacing any electrical wiring, apparatus, or equipment of any voltage in excess of twenty-four (24) volts, provided, however, that a helper or an apprentice electrician may perform work prescribed for him by a holder of a license if he is in the presence of and being supervised by the holder of such license, and if the license is such as to permit the holder thereof to do such work.
- b. It shall be unlawful for the holder of any license or temporary working permit issued under the provisions of this ordinance to engage in any phase of the electrical business or perform any work at the electrical trade other than such business or work authorized by the class of license or permit held by him; provided, however, that a helper or an apprentice electrician may perform work pre-scribed for him by a holder of a license enabling said holder to do such work, and then only while he is in the presence of and being supervised by the holder of a license.

#### Section 4.08 - Grades of Licenses:

- a. Masters Electrician's License: A Master Electrician's License shall

entitle the holder to contract for and engage in the business of electrical wiring of any nature, and to employ and supervise journeymen electricians

- b. Sign Electrician's License: A Sign Electrician's License shall only entitle the holder to contract for and engage in the business of manufacturing and installing luminous gas or electric discharges outline lighting, and to employ and supervise journeymen electricians in the performance of such work on such signs; provided, that one holding only a Sign Electrician's License shall not perform or supervise the performance of primary wiring to transformers connected with signs and/or outline lighting equipment.
- c. Journeyman Electrician's License: A Journeyman Electrician's License shall entitle the holder thereof to perform any type of electrical work under the supervision of a Master Electrician, or to perform any type of sign work, as outlined in sub-section "b" above, under the supervision of a Sign Electrician, but in no case shall a Journeyman Electrician contract for or engage in the business of electrical work of any nature, nor perform electrical work of any nature, except under the supervision of either a Master Electrician or Sign Electrician.
- d. Journeyman Sign Electrician's License: A Journeyman Sign Electrician's License shall entitle the holder thereof to perform any type of electrical work under the supervision of a Sign Electrician, but in no case shall a Journeyman Sign Electrician contract for or engage in the business of electrical sign work of any nature, nor perform electrical sign work of any nature, except under the supervision of a Sign Electrician.
- e. Temporary Working Permit: A temporary working permit shall entitle an unlicensed electrical worker with at least two (2) years experience in the installation of electrical equipment to perform work in the capacity of a Journeyman Electrician until the next regular examination date, at which time such worker must be examined in the manner required herein for a Journeyman Electrician's License. If such worker fails to pass the examination for a Journeyman Electrician's License, he shall not be permitted to work in the capacity of a Journeyman Electrician until such later time as he is able to pass such examination. Temporary working permits shall not be renewed. If such worker obtains a valid Journeyman Electrician's License from another city before the expiration date of his temporary working permit, he will be issued a Journeyman Electrician's License at no additional cost to him.

- f. Maintenance Electrician's License: A Maintenance Electrician's License shall entitle the holder thereof to perform electrical maintenance work as defined in Section 4.07b hereof on the premises and in the building or buildings where he is regularly employed on a permanent full-time basis by his employer.

Section 4.09 - Fees and Bonds:

- a. Schedule of Fees: The annual fees and renewals thereof for the licenses hereinabove described shall be as follows:

<u>License</u>	<u>Initial Fee</u>	<u>Renewal Fee</u>
Master Electrician	\$ 50.00	\$ 25.00
Sign Electrician	25.00	15.00
Journeyman Electrician or Journeyman Sign Electrician	2.00	1.00
Maintenance Electrician	2.50	1.00
Temporary Working Permit	2.00	No Fee

- b. Payment of Fees: Such license fees shall be payable in advance and renewals thereof shall be payable on or before the expiration date of the license to be renewed.
- c. Bond: Applicants for licenses as Master Electricians or Sign Electricians shall file with the Office of Electrical Inspection, as a condition precedent to the issuance of any such license, a bond in the amount of One Thousand (\$1,000.00) Dollars, conditioned upon the compliance with the ordinances of the Town regulating electrical wiring and apparatus and the faithful performance of all contracts pertaining thereto.
- d. Renewal of Licenses: Any holder of any license of any grade who shall fail to pay the annual renewal fee for a renewal of such license within thirty (30) days of the date the same becomes due, shall be required to pay as a renewal fee for such license the same amount as the fee for the first full year, being the amount hereinabove set out.

Section 4.10 - Expiration of License:

- a. Any license issued under the terms of this code shall expire thirty days (30) after the annual renewal fee due thereon becomes due and payable unless such fee is paid before the expiration of said thirty (30) day period.

Section 4.11 - License Suspension, Revocation or Forfeiture:

- a. Upon final conviction of any violation of any provision of this code in any court having jurisdiction thereof of any holder of any license issued or renewed under the terms of this code, the Electrical Board may suspend the license of such person so convicted for any period of time up to six months. After the termination of such period of suspension, such license shall again be valid and effective, provided that renewal fees which may have become due thereon, shall have been paid when due.
- b. If the holder of any license issued under the terms hereof shall have been finally convicted two (2) times for a violation of any provisions of this code, the Electrical Board may revoke and cancel such license, and upon such revocation and cancellation said license shall be and become null and void, and cannot be renewed thereafter.
- c. Any license which expires and is not renewed within two (2) years of the expiration thereof shall thereafter be renewed only upon compliance with the application and examination provisions of the code, as if the holder thereof had never been licensed.

#### Section 4.12 - Qualifications of Applicants:

- a. Applicants for Master Electrician Licenses shall be of good moral character, and shall have had at least four (4) years experience in the installation of electrical equipment; or shall have a degree in electrical engineering, from an accredited college or university, and not less than one (1) year of practical electrical experience; or shall have earned two (2) years credit from an accredited college or university or a diploma from a recognized electrical trade school, and shall have had at least two (2) years experience (practical electrical).
- b. Sign Electricians: Applicants for Sign Electrician Licenses shall be of good moral character, and shall have had at least three (3) years experience in the installation and/or manufacture of electrical signs; or in lieu of such experience, shall have graduated, after majoring in electrical engineering from an accredited college or university, and shall have had at least one (1) year of practical electrical sign experience; or in lieu of either of the above requirement shall have had either two (2) years college credit in an accredited college or university or to be a graduate of a recognized electrical trade school and shall have had at least eighteen (18) months of practical sign experience.
- c. Journeyman Electricians or Journeyman Sign Electricians: An applicant for either a Journeyman Electrician's License or a Journeyman Sign Electrician's License shall be of good moral

character, and shall have had at least two (2) years of experience in the installation of electrical equipment. There shall be no examination for temporary working permits, but any applicant for such permit shall have had experience equal to that required for an applicant for a Journeyman Electrician's License. An applicant for a temporary working permit shall make written application therefor to the Office of Electrical Inspection. Temporary working permits may be issued to Journeyman Electricians, but no temporary working permits will be issued to Journeyman Sign Electricians.

- d. Maintenance Electrician: Applicants for a Maintenance Electrician's License shall be of good moral character, and shall have two (2) years of experience in the maintenance of electrical equipment in order to qualify for a license examination.

Section 4.13 - Permit Required; Exception:

- a. No electrical equipment shall be installed, nor shall any alteration or addition be made to existing equipment in or on any building, structure, or premises in the Town of Willow Park, whether such be publicly or privately owned, unless a permit shall first be obtained from the Office of Electrical Inspection authorizing such installation, alteration or addition.
- b. No permit for constructing, installing, altering, extending, maintaining, repairing, or replacing any electrical wiring, apparatus, or equipment of any voltage in excess of twenty-four (24) volts shall be issued to any person, firm or corporation other than a holder of a license of the grade necessary to entitle such holder to lawfully do or supervise the work to be done by virtue of said permit.
- c. The provisions of this article shall not apply to equipment owned and used by an electricity supply company or communications agency in the generation, transmission or distribution of electricity or for the operation of signals or the transmission of intelligence.
- d. A separate permit shall be required for each separate building, store space or apartment, whether such unit is metered separately or conjunctively, and a service permit shall be taken on all permits whether supplied from a central metering station or directly from an electricity supply agency, except that in trailer courts, the individual trailer disconnect switches shall not be deemed services; fees for such service permits shall be charged as set out in Section 4.14 of this Article.

Application for Permit:

1. Except as provided in paragraph b hereof, application for such permits, with a description of the work to be done shall be made in writing to the Office of Electrical Inspection by the electrician properly licensed to perform the work. When required by the Building Official, the application shall be accompanied by such plans, specifications and schedules as may be necessary to determine whether the installation as described will conform to the requirements of this code. If it shall be found that the installation as described will conform with all legal requirements and if such electrician has complied with all provisions of this code, a permit for such installation shall be issued. Payment of all permit and inspection fees required in this code shall be made prior to the final inspection required in Article 7 hereof.
2. The Building Official may make and issue in writing such regulations in connection with the filing of applications for permits by telephone as he may deem necessary for the collection of fees and the proper enforcement of this code.

Section 4.14 - Fees:

- a. In any case there an electrician commences work requiring any permit at a time when the Office of Electrical Inspection is open for business and said electrician does not first make application for such permits as may be necessary, the fees therefor shall be doubled.
- b. The permit fee for the installation of electrical equipment in new residential construction shall be one cent (\$0.01) per square foot, based upon the number of square feet of living area in the residential construction; said fee shall be rounded to nearest dollar. Residential construction shall include single family, duplexes and apartment construction.
- c. The permit fee for installation of electrical equipment in all other buildings and the permit for alteration of electrical equipment in any building shall be as follows:

1. Minimum fee for any permit	\$ 2.00
2. Up to ten outlets for lighting fixture, switches, or receptacles	
Each outlet	1.50
more than 10 - .15¢	
3. Up to ten lighting fixtures	1.50
4. Detached dwelling unit of less than 300 square feet area and not more than two (2) two-wire circuits	2.00
5. Ceiling fan, each	.25
6. Motor, including motor controls, each	
up to 3/4 H.P.	.50
More than 3/4 but less than 5 H.P.	1.00

5 H.P. but less than 15 H.P.	2.00
15 H.P. but less than 30 H.P.	5.00
7. Electric generator, each up to 10KW	3.00
8. Billboard signs, per number of openings and fixtures plus service, as herein provided	
9. Incandescent signs	
First circuit	2.00
Each additional circuit	.50
10. Gas-filled signs or outline lighting	
First transformer	1.00
Additional transformer, each	.25
11. Fluorescent sign and one ballast	2.00
Additional ballasts, each	.50
12. Sign connections, each	2.00
Sign connections, to existing circuit, each	2.00
13. Neon or other gas-filled tubing	
Each 100 feet or major fraction thereof	2.00
14. X-Ray machine, each	5.00
15. Motion picture projection machine each	5.00
16. Complete unit of motion picture sound equipment, including circuit, pick-up devices, sound panel and speakers in building	10.00
Additional speakers outside building, each	.50
17. Rectifiers, each	1.50
18. Domestic electric ranges, each	1.50
19. Commercial electric ranges, each	3.00
20. Transformer-type welder installations, each	
21. Generator-type welders, per size of motor, as provided in paragraph 6 hereof	
22. Service, each \$0.01 per ampere or a minimum of	2.00
Temporary service, each	5.00
Temporary construction pole, each	2.00
23. Power transformers, each	3.00
24. Bell-type transformers, each	.25
25. Festoon lighting, each circuit	2.00
26. Kiln, each	2.00
27. Mobile home or travel trailer service, each	2.00
28. Room heater, each	.50
Strip heater - domestic, each	1:00
- commercial, each KW	.25
29. Dryer, each	1.50
30. Precipitron (Humidified)	.50
Domestic, each	1.00
Commercial or industrial, each	.50
31. Boiler controls, per set	5.00

32. Commercial heating not described herein-per KW	.25
33. Electric water heater, each	.50
34. Repairs, minor, on new installations or relocation of existing equipment	2.00
35. Installation of electrical equipment not otherwise specified	2.00
36. Reinspection on work disapproved Per inspection trip more than one	3.00

Section 4.15 - Inspection of Installations made under Permit: Upon the completion of any installation of electrical equipment for which a permit has been obtained and upon the payment to the Building Official of the fees required for such installation as prescribed above, it shall be the duty of the licensed electrician making the installation to notify the Office of Electrical Inspection of said completions. The Building Official shall inspect the installation within forty-eight (48) hours after such notification, exclusive of Saturdays, Sundays and holidays, or as soon thereafter as practicable.

Section 4.16 - Notice of Conformance: Where the installation is found to be in conformity with the provisions of this code and all permit and inspection fees have been paid, the licensed electrician making the installation shall be issued a Notice of Conformance, which shall be placed on the equipment or premises, authorizing the use of the installation. The Building Official shall thereupon authorize the electricity supply agency to connect the installation to the supply of electricity.

Section 4.17 - Certificate of Approval for Temporary Installation: When a Certificate of Approval is issued authorizing the connection and use of a temporary installation, such certificate shall be issued to expire at a time to be stated therein, and shall be revocable by the Building Official for good cause.

Section 4.18 - Inspection of Concealed Equipment: When any electrical equipment is to be hidden from view by the permanent placement of parts of the building and/or equipment, the licensed electrician installing the equipment shall notify the Office of Electrical Inspection and such equipment shall not be concealed until it has been inspected and approved by the Electrical Inspector, or until forty-eight (48) hours, exclusive of Saturdays, Sundays, and holidays, shall have elapsed from the time of such notification; provided, that on large installations where the concealment of equipment proceeds continuously, the licensed electrician installing the electrical equipment shall give the Electrical Inspector due notice, and inspection shall be made periodically during the progress of the work.

Section 4.19 - Notice of Non-Conformance: If upon inspection, the installation is not found to be fully in conformity with the provisions of this code, the Electrical Inspector shall issue a Notice of Non-Conformance and the licensed electrician making the installation shall be notified of the defects which have been found to exist. All defective work shall be corrected and brought into conformity with the provisions of this code before any further electrical work will be permitted within or on the building or premises and before the licensed electrician making the installation shall be issued any

other permits to perform any other electrical work.

Section 4.20 - Operation of Disapproved or Condemned Equipment: It shall be unlawful for any person, firm or corporation to conceal or place in operation any electrical equipment which has been disapproved or condemned by the Building Official unless and until the same has been so repaired or altered that it complies with all provisions of this code and has thereafter been approved by said Building Official.

Section 4.21 - Uncovering Concealed Equipment: The Building Official shall have the authority to require any person, firm or corporation to uncover any wiring or electrical equipment which has been concealed without the knowledge or permission of the Building Official.

Section 4.22 - Authorization of Connections: It shall be unlawful for any person, firm or corporation to make correction from a supply of electricity or to supply electricity to any electrical equipment for the installation of which a permit is required or which has been disconnected or ordered to be disconnected by the Building Official, or, except for private residences, which has been disconnected for any reason whatsoever, until such connection has been authorized by the Building Official. In the event, however, that electricity to a private residence has been disconnected by reason of a fire on the premises, the electrical service shall not be reconnected until the electrical installations on the premises have been inspected and approved by the Building Official.

Section 4.23 - Inspection on Change of Occupancy: The electricity supply agency shall disconnect the electrical service to any building and/or premises except private residences and duplex apartments each time such building or premises changes occupants, and it shall not again supply electricity to such buildings or premises until authorized to do by the Building Official. The owners and/or the new occupants of such buildings and/or premises shall make application to the Office of Electrical Inspection for an inspection which shall be made within forty-eight (48) hours, exclusive of Saturdays, Sundays and holidays, of the time such application is made or as soon thereafter as practicable. No charge shall be made nor fee collected for such inspections.

Section 4.24 - Connection or Disconnection of Meters: Any electricity supply agency, operating under a franchise granted by the Town, shall have the right to install and connect, or disconnect and remove its meters and protective devices without a permit, but it shall not connect any electrical equipment to a source of supply without first having been authorized in writing to do so by the Building Official.

Section 4.25 - Required Service: Any electricity supply agency, operating under a franchise granted by the Town, shall supply all three-wire single phase services with three-wire single phase service drops to premises whereon electricity furnished by such organization is used, and shall when practicable furnish the type and size of service needed and requested, except that it shall not be required to furnish three-phase service unless such service is available in the vicinity and unless in addition there is a power demand of at least seven (7) horsepower, or at least five (5) horsepower of which is three-phase.

Section 4.26 - Inaccessible Meters: Where meters originally installed in accessible places satisfactory to the electricity supply agency and are rendered accessible thereafter by virtue of alterations or new construction by the owner of the premises or his agent, such meters shall be reinstalled in accordance with the provisions of this code at the expense of the owner.

Section 4.27 - Prima Facie Evidence of Safe Condition: Conformity of electrical equipment and installations with provisions of this code, the National Electric Safety Code and Standards established by Underwriters' Laboratories, Inc., shall be prima facie evidence that such equipment and installations are in safe condition.

Section 4.28 - Penalties: Any person, either by himself or agent, and any firm, corporation or other entity who violates any of the provisions of this code shall be deemed guilty of a misdemeanor, and, upon conviction of any such violation, shall be fined in any sum not to exceed ONE HUNDRED DOLLARS (\$100.00); and each day during which such violation continues shall constitute a separate and distinct offense. In any case of a violation of any of the terms or provisions of this ordinance by any corporation, the officers and agents actively in charge of the business and such corporation shall be subject to the penalty herein provided. Any offense defined herein which has been defined by laws of the State of Texas as an offense and for which penalty has been prescribed shall be punished as provided in said State Law, and nothing herein shall be held as fixing any penalty contrary to a penalty provided by the laws of the State of Texas.

Section 4.29 - Responsibility for Defects Unchanged: This code does not relieve from or lessen the responsibility or liability of any person owning, operating, controlling, or installing any electrical equipment or appliances, for damages to person or property caused by any defect therein, nor shall the Town be regarded as assuming any such liability by reason of the inspection authorized herein or certificate of approval issued as herein provided.

Section 4.30 - Severability Clause: If any provision of this code, or the application thereof to any person or circumstances, is held invalid, the remainder of the code, and the application of such provision to other persons or circumstances, shall not be affected thereby.

Section 4.31 - Repealing Clause: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

PASSED AND APPROVED THIS THE 15th day of January 1973.

*F C Baker*

Mayor, Town of Willow Park, Texas

ATTEST:

*Genette Lee*

Town Secretary