



MONTGOMERY COUNTY
ENVIRONMENTAL HEALTH SERVICES
PERMITS/FLOODPLAIN ADMINISTRATION
301 N. THOMPSON, SUITE 208
CONROE, TEXAS 77301
(936) 539-7836 • (281) 364-4200 EXT 7836 • FAX (936) 538-8155

RE: Permit Policy

TO WHOM IT MAY CONCERN:

All changes to the building permit must be made within six (6) months of issue. On-site waste (septic) permit changes must be made before the final inspection of the system or one (1) year from date of issue. Address changes only, reflecting the correct legal description for that property, can be made at any time with proper documentation from Non-Emergency 911.

It is necessary for Montgomery County to enforce this policy representing federal, state, and county regulations, with no exceptions.

Sincerely,

Phil D. Jones
Administrator - Permits/Floodplain

July 21, 2008