

# THE COUNTY OF GALVESTON - PERMIT CHECKLISTS

722 Moody (21st St) 1st Floor, Galveston 77550 / Phone: 409-770-5552/ Fax 409-770-5559

[BUILDINGPERMITS@GALVESTONCOUNTYTX.GOV](mailto:BUILDINGPERMITS@GALVESTONCOUNTYTX.GOV)

**(NOTE: All documents must be legible and NO LARGER than 11" X 17")**

## RV

- \_\_\_ Physical address
- \_\_\_ CAD number (Tax ID)
- \_\_\_ Permit application
- \_\_\_ 180 day recreational vehicle form
- \_\_\_ Site & grading plan
- \_\_\_ Current registration
- \_\_\_ Current photo of RV
- \_\_\_ Fee
- \_\_\_ Sewer/septic approval

## PREFAB STORAGE 250 SQ FT OR LESS

- \_\_\_ Physical address
- \_\_\_ CAD number (TAX ID)
- \_\_\_ Permit application
- \_\_\_ Zone letter
- \_\_\_ Site & grading plan
- \_\_\_ Floor plan, front & side elevation
- \_\_\_ Brochure
- \_\_\_ Inspection form
- \_\_\_ Fee

## RV / VEHICLE COVERS

- \_\_\_ Physical address
- \_\_\_ CAD number (TAX ID)
- \_\_\_ Permit application
- \_\_\_ Zone letter
- \_\_\_ Site & grading plan
- \_\_\_ Floor plan, front & side elevation
- \_\_\_ Inspection form
- \_\_\_ Fee

## RESIDENTIAL & COMMERCIAL

- \_\_\_ Physical address
- \_\_\_ CAD number (TAX ID)
- \_\_\_ Permit applicaion
- \_\_\_ Zone letter
- \_\_\_ Site & grading plan
- \_\_\_ Floor plan, front & side elevation
- \_\_\_ IRC / Energy Code & Inspection form
- \_\_\_ Engineer letter for pilings and break away walls (V-Zone only)
- \_\_\_ Sewer/septic approval
- \_\_\_ Fee

## MOBILE HOME

- \_\_\_ Physical address
- \_\_\_ CAD number (Tax ID)
- \_\_\_ Permit application
- \_\_\_ Zone letter
- \_\_\_ Site & grading plan
- \_\_\_ Inspection form
- \_\_\_ Year/make/model/size/color
- \_\_\_ Fee
- \_\_\_ Sewer/septic approval

## STORAGE: SELF BUILT / PREFAB LARGER THAN 250 SQFT

- \_\_\_ Physical address
- \_\_\_ CAD number (TAX ID)
- \_\_\_ Permit application
- \_\_\_ Zone letter
- \_\_\_ Site & grading plan
- \_\_\_ Floor plan, front & side elevation (show flood vents if in A-Zone)
- \_\_\_ Engineer letter for break away walls (V-Zone only)
- \_\_\_ Inspection form
- \_\_\_ Fee

## (ALL OTHERS) DECKS / SCREEN ROOM / REPAIRS/ ADDITIONS

- \_\_\_ Physical address
- \_\_\_ CAD number (TAX ID)
- \_\_\_ Permit application
- \_\_\_ Zone letter
- \_\_\_ Site & grading plan
- \_\_\_ Floor plan, front & side elevation
- \_\_\_ List of repairs (only for repair applications)
- \_\_\_ Inspection form
- \_\_\_ Fee

## GLO (ALL STRUCTURES SOUTH OF HWY 87 WITHIN 1,000 FT OF MEAN HIGH TIDE)

- \_\_\_ GLO Application
- \_\_\_ Current survey
- \_\_\_ Piling layout - identify proposed non-pervious surfaces
- \_\_\_ Drive way layout - dimensions & material
- \_\_\_ Photos
  - \_\_\_ From the street looking at the site
  - \_\_\_ From the house looking at the beach
  - \_\_\_ From house site looking 45 degrees to the south west
  - \_\_\_ From house to 45 degrees to the south east
  - \_\_\_ Beach looking back to house
- \_\_\_ Erosion response plan

**CERTAIN CIRCUMSTANCES MAY REQUIRE MITIGATION OR ADDITIONAL DOCUMENTS AND INFORMATION**

Applicants Signature \_\_\_\_\_

County Rep. Signature & Date \_\_\_\_\_

# County of Galveston

## Permit Application

Flood Map Panel: \_\_\_\_\_ Flood Map Date: \_\_\_\_\_ Date: \_\_\_\_\_

Flood Zone: \_\_\_\_\_ Required Elevation: \_\_\_\_\_ Permit #: \_\_\_\_\_

Location of Building (Address): \_\_\_\_\_

CAD Account Number (15 digit): \_\_\_\_\_

Type of Improvement:  Non Residential  Residential  
 New  Addition  Alteration  Repair  M. Home  RV  
 Storage  Detached Storage  Deck  Site Work  Other

**LIVING** Sq Ft \_\_\_\_\_ \* Cost per Sq Ft **\$30.00** = Improvement Value \_\_\_\_\_

**GARAGE/STORAGE** Sq Ft \_\_\_\_\_ \* Cost per Sq Ft **\$12.50** = Improvement Value \_\_\_\_\_

**PATIO/PORCH/DECK** Sq Ft \_\_\_\_\_ \* Cost per Sq Ft **\$12.50** = Improvement Value \_\_\_\_\_

Fee: Total Fee \_\_\_\_\_ Total Value: \_\_\_\_\_

Foundation:  Slab  Pile  Pier & Beam  Blocks

Water Supply:  Public  Private Sewage Disposal:  Public  Private

IRC (if applicable):  As published on May 1, 2008  Current City of Galveston

Number of Bedrooms \_\_\_\_\_ Number of Bathrooms: Full \_\_\_\_\_ Half \_\_\_\_\_

Land Owner: Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

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

Authorized Agent: Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

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

I hereby authorize \_\_\_\_\_ to act in my behalf as my agent in the processing of this application and to furnish, upon request, supplemental information in support of this permit application.

\_\_\_\_\_  
Signature of Land Owner

\_\_\_\_\_  
Date

I, \_\_\_\_\_, (Owner or Authorized Agent) agree to the conditions below:

I acknowledge areas below required elevation can only to be used for parking, storage or building access-No mechanical, electrical or plumbing is allowed below the base flood elevation except those specifically approved on the permit. The receipt, acceptance, and/or deposit of a check, money order or any form of payment to the County does not constitute any approval of a permit.

I agree on behalf of both myself and on those working on behalf of me that:

- There will be no deviation in the work performed from the construction, modifications changes or improvements ("Improvements") described in this Building Permit Application and shown on the attached plans and specifications except as may be authorized in writing by Galveston County acting by and through its Building Inspector prior to beginning work on any deviation from the described Improvements;
- Any deviation from the permitted Improvements identified by Galveston County is justification for the issuance of a Stop Work Order being issued by the Building Inspector;
- If a Stop Work Order is issued, I agree to immediately cease all work on the Improvements and will, within ten (10) days following receipt of the Stop Work Order, remove or correct any deviations identified by the County Building Inspector;
- I acknowledge Galveston County's interest in and responsibility of ensuring compliance with its Building and FEMA Regulations;
- I understand that any deviation in the work performed on the Improvements is a wrongful act causing irreparable injury and presenting imminent harm, for which Galveston County has no adequate remedy at law;
- I further agree that Galveston County's lack of an adequate remedy at law justifies imposition of a temporary restraining order and a temporary injunction issued against me to bar any further work under the Building Permit pending resolution of the dispute between Galveston County and me;
- In the event that Galveston County files suit seeking injunctive and/or other relief, I hereby submit to the jurisdiction of the State District Courts exercising jurisdiction in Galveston County and agree to the issuance of such temporary restraining orders and temporary injunctions as may be required to halt the construction of work on the Improvements that deviate from the Building Permit; and
- In the event that Galveston County files suit against me I agree to pay the reasonable attorneys' fee, court costs and other expenses incurred by the County in the prosecution of that suit.

I acknowledge the property may not have access to an existing improved road that is maintained by the County.

**I acknowledge it is a violation to begin work before a permit is issued. This is only a permit application-not a permit**

**Compliance with Galveston County Building Permit Requirements will be strictly enforced.**

Agreed: \_\_\_\_\_ (Printed Name of Owner or Authorized Agent)

Date: \_\_\_\_\_

Owner or Authorized Agent Signature: \_\_\_\_\_ Date \_\_\_\_\_

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

Fee Paid: Money Order \_\_ Check \_\_ Credit Card \_\_ Approval/Rec# \_\_\_\_\_

FOR ADMINISTRATIVE USE ONLY

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NON-TRANSFERABLE

PERMIT NO. \_\_\_\_\_

DATE: \_\_\_\_\_

COUNTY OF GALVESTON BUILDING PERMIT  
V-ZONE

ISSUED TO: \_\_\_\_\_

AT: \_\_\_\_\_

**NO HABITABLE AREA IS ALLOWED BELOW THE BASE FLOOD ELEVATION (B.F.E.) OF \_\_\_\_\_ M.S.L. THE BOTTOM OF THE LOWEST SUPPORTING MEMBER TO BE AT OR ABOVE THE BASE FLOOD ELEVATION.**

AREAS BELOW THE BASE FLOOD ELEVATION MAY BE ENCLOSED ONLY FOR LIMITED STORAGE, PARKING AND BUILDING ACCESS. SUCH ENCLOSED AREAS MUST HAVE **BREAKAWAY WALLS** (NOTWRAPPED AROUND OR ATTACHED TO BUILDING'S SUPPORT SYSTEM, i.e. PIERS, PILES, COLUMNS, BRACES, ETC.) AS PROVIDED IN ARTICLE 5, SECTION F (1), (2), (3), (4), (5) AND (6) OF THE GALVESTON COUNTY BUILDING REGULATIONS FOR WHICH THE REQUIRED CERTIFICATIONS HAVE BEEN SUBMITTED TO AND APPROVED BY THE GALVESTON COUNTY BUILDING DEPARTMENT. **NO MECHANICAL, ELECTRICAL OR PLUMBING IS ALLOWED BELOW THE BASE FLOOD ELEVATION EXCEPT THOSE SPECIFICALLY APPROVED ON THE PERMIT.**

This permit is hereby granted on the express condition and with the agreement from the applicant and his agent that erection of said building or alterations shall conform in all respects to the Building Regulations of the County of Galveston, Texas, regulating the construction of buildings, and may be revoked at any time upon the violation of any of the provisions of said regulations.

**THIS PERMIT EXPIRES 180 DAYS DROM THE DATE OF ISSUANCE AND IS VALID ONLY FOR CONSTRUCTION ACCORDING TO THE PLANS SUBMITTED. IF CONSTRUCTION HAS STARTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE IT WILL EXPIRE TWO (2) YEARS AFTER THE DATE OF ISSUANCE. THE WORK PERMITTED MUST BE INSPECTED AND APPROVED BY THE BUILDING OFFICIAL PRIOR TO EXPIRATION OF THE PERMIT.**

**ANY DEVIATION FROM PLANS, INCLUDING:**

1. Converting breakaway walls to permanent walls; 2. Converting garage and storage areas to habitable living areas; **IS NOT AUTHORIZED BY THIS PERMIT AND IS IN VIOLATION OF COUNTY BUILDING REGULATIONS**

ANY ALTERATIONS OR ADDITIONS (INCLUDING ENCLOSURE OF NON-HABITABLE STORAGE AREA BELOW THE BASE FLOOD ELEVATION) DONE **AFTER** A CERTIFICATE OF COMPLETION IS ISSUED WITHOUT OBTAINING A NEW BUILDING PERMIT MAY RESULT IN DENIAL OR CANCELLATION OF FLOOD INSURANCE, AS WELL AS FINES OR IMPRISONMENT FOR CONTEMPT OF COMMISSIONERS' COURT.

1. IF OTHER THAN BREAKAWAY WALLS ARE USED, A REGISTERED PROFESSIONAL ENGINEER SHALL CERTIFY (BEFORE THE FINAL INSPECTION IS MADE) THAT THE WALLS COMPLY WITH SECTION F. (4).
2. THIS PERMIT BECOMES INVALID IF FILL MATERIAL IS ADDED TO RAISE LOT LEVEL BEFORE OR AFTER STRUCTURE IS BUILT.
3. ANY VIOLATION OF THIS PERMIT OR RULES MAY RESULT IN THE FILING OF A LETTER ON NON-COMPLIANCE IN THE REAL PROPERTY RECORDS UNDER THE AUTHORITY GRANTED IN SECTION 240.901 OF THE TEXAS LOCAL GOVERNMENT CODE AND THE REGULATION OF GALVESTON COUNTY TEXAS FOR FLOODPLAIN MANAGEMENT.

**\*\*\* THE CONSTRUCTION APPROVED IN THIS PERMIT MUST COMPLY WITH THE GALVESTON COUNTY DUNE PROTECTION & BEACH ACCESS PLAN AS WELL AS ANY TEXAS GENERAL LAND OFFICE COMMENTS ATTACHED TO THIS PERMIT. \*\*\***

**ADDITIONAL GLO COMMENTS ATTACHED**  **YES**  **NO**

**\*\*\* MUST SIGN AND RETURN \*\*\***

**I HAVE READ AND UNDERSTAND THE ABOVE REGULATIONS AND GLO COMMENTS (IF ATTACHED) AND WILL COMPLY WITH THE REGULATIONS AND GLO COMMENTS (IF ATTACHED)**

**OWNER SIGNATURE:** \_\_\_\_\_

TYPE OF BUILDING: \_\_\_\_\_

PERMIT FEE: \_\_\_\_\_

GALVESTON COUNTY BUILDING DEPARTMENT

FIRM DATA: ZONE \_\_\_\_\_ PANEL: \_\_\_\_\_ DATE: \_\_\_\_\_ B.F.E. \_\_\_\_\_

BY: \_\_\_\_\_

NON-TRANSFERABLE

PERMIT NO. \_\_\_\_\_

DATE: \_\_\_\_\_

COUNTY OF GALVESTON BUILDING PERMIT  
A-ZONE

ISSUED TO: \_\_\_\_\_

AT : \_\_\_\_\_

**NO HABITABLE AREA ALLOWED BELOW THE BASE FLOOD ELEVATION (B.F.E.) OF : \_\_\_ M.S.L. TOP OF FINISHED FLOOR TO BE AT OR ABOVE THE BASE FLOOD ELEVATION.**

AREAS ENCLOSED BELOW THE BASE FLOOD ELEVATION MUST HAVE FLOOD VENTS THAT MEET OR EXCEED GALVESTON COUNTY BUILDING REGULATIONS AND MUST BE APPROVED BY THE GALVESTON COUNTY BUILDING DEPARTMENT. ALL STRUCTURES BELOW THE BASE FLOOD ELEVATION MUST BE NON-HABITABLE AND MAY ONLY BE USED FOR BUILDING ACCESS, PARKING, AND LIMITED STORAGE. NO MECHANICAL, ELECTRICAL OR PLUMBING IS ALLOWED BELOW THE BASE FLOOD ELEVATION EXCEPT THOSE SPECIFICALLY APPROVED ON THE PERMIT.

This permit is hereby granted on the express condition and with the agreement from the applicant or his agent that erection of said building or alterations shall conform in all respects to the Building Regulations of the County of Galveston, Texas, regulating the construction of buildings, and may be revoked at any time upon the violation of any of the provisions of said regulation.

**THIS PERMIT EXPIRES 180 DAYS DROM THE DATE OF ISSUANCE AND IS VALID ONLY FOR CONSTRUCTION ACCORDING TO THE PLANS SUBMITTED. IF CONSTRUCTION HAS STARTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE IT WILL EXPIRE TWO (2) YEARS AFTER THE DATE OF ISSUANCE. THE WORK PERMITTED MUST BE INSPECTED AND APPROVED BY THE BUILDING OFFICIAL PRIOR TO EXPIRATION OF THE PERMIT.**

**ANY DEVIATION FROM PLANS, INCLUDING:**

- 1. Alterations of vents; 2. Converting garage and storage areas to habitable living areas.
- IS NOT AUTHORIZED BY THIS PERMIT AND IS IN VIOLATION OF COUNTY BUILDING REGULATIONS.**

ANY ALTERATIONS OR ADDITIONS (INCLUDING ENCLOSURES OF NON-HABITABLE STORAGE AREAS BELOW THE BASE FLOOD ELEVATION) DONE AFTER A CERTIFICATE OF COMPLETION IS ISSUED WITHOUT OBTAINING A NEW BUILDING PERMIT MAY RESULT IN DENIAL OR CANCELLATION OF FLOOD INSURANCE, AS WELL AS FINES OR IMPRISONMENT FOR CONTEMPT OF COMMISSIONERS' COURT.

- 1. IF OTHER THAN BREAKAWAY WALLS ARE USED, A REGISTERED PROFESSIONAL ENGINEER SHALL CERTIFY (BEFORE THE FINAL INSPECTION IS MADE) THAT THE WALLS COMPLY WITH SECTION F. (4).
- 2. THIS PERMIT BECOMES INVALID IF FILL MATERIAL IS ADDED TO RAISE LOT LEVEL BEFORE OR AFTER STRUCTURE IS BUILT.
- 3. ANY VIOLATION OF THIS PERMIT OR RULES MAY RESULT IN THE FILING OF A LETTER ON NON-COMPLIANCE IN THE REAL PROPERTY RECORDS UNDER THE AUTHORITY GRANTED IN SECTION 240.901 OF THE TEXAS LOCAL GOVERNMENT CODE AND THE REGULATION OF GALVESTON COUNTY TEXAS FOR FLOODPLAIN MANAGEMENT.

**\*\*\* THE CONSTRUCTION APPROVED IN THIS PERMIT MUST COMPLY WITH THE GALVESTON COUNTY DUNE PROTECTION & BEACH ACCESS PLAN AS WELL AS ANY TEXAS GENERAL LAND OFFICE COMMENTS ATTACHED TO THIS PERMIT. \*\*\***

**ADDITIONAL GLO COMMENTS ATTACHED  YES  NO**

**\*\*\*MUST SIGN AND RETURN\*\*\***

**I HAVE READ AND UNDERSTAND THE ABOVE REGULATIONS AND GLO COMMENTS (IF ATTACHED) AND WILL COMPLY WITH THE REGULATIONS AZND GLO COMMENTS (IF ATTACHED)**

**OWNER SIGNATURE: \_\_\_\_\_**

TYPE OF BUILDING: \_\_\_\_\_

GALVESTON COUNTY BUILDING DEPARTMENT

PERMIT FEE: \_\_\_\_\_

FIRM DATA: ZONE \_\_\_\_\_ PANEL: \_\_\_\_\_ DATE: \_\_\_\_\_ B.F.E. \_\_\_\_\_ BY: \_\_\_\_\_

**A-ZONE ACKNOWLEDGMENT LETTER**

Galveston County Building Department  
722 Moody 1<sup>st</sup> Floor  
Galveston, Texas 77550  
(409) 770-5552

DATE: \_\_\_\_\_

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

In reference to all structures being built or substantially improved in A Zones, Galveston County, Texas:

This application is accepted with the understanding there will be no habitable floor area below the base flood elevation nor any appurtenant machinery or equipment used for the service of the structure, (i.e. Hot water heater, air conditioner, etc.), as described below:

Construction with obstruction: Enclosed space below the first floor level will be non-habitable and will be used Only for limited storage, parking and building access and will conform to The Regulations of Galveston County, Texas for Floodplain Management. Any such enclosure will be constructed and shall remain "unfinished", (i.e. no floor covering, textured walls, etc.).

Zone Classification A- \_\_\_\_\_

I hereby certify that I am the owner/authorized agent (circle one) of the above referenced structure and further certify that the walls of the enclosed area below the BFE of said structure will meet or exceed the following minimum criteria:

- a) A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.
- b) The bottom of all openings shall be no higher than one foot above grade.
- c) Openings may be equipped with screens, louvers, or other coverings or devices provided that they permit the automatic entry and exist of floodwaters.

"or"

FEMA approved engineered flood vents that meet the current A-Zone regulations.

I hereby acknowledge the above conditions:

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Owner Signature)

NON-TRANSFERABLE

COUNTY OF GALVESTON

PERMIT NO. \_\_\_\_\_

DATE \_\_\_\_\_

**BUILDING PERMIT**

**X & Shaded X Zone**

ISSUED TO : \_\_\_\_\_

AT : \_\_\_\_\_

THE MINIMUM FIRST FLOOR ELEVATION SHALL BE 18" ABOVE NATURAL GROUND OR WHEN THE DRAINAGE DOWNSTREAM FROM THE PROPERTY IS INTERCEPTED BY A ROAD THE FIRST FLOOR SHALL BE A MINIMUM OF 18" ABOVE THE SURFACE OF THE ROAD.

THIS PERMIT IS HEREBY GRANTED ON THE EXPRESS CONDITION AND WITH THE AGREEMENT FROM THE APPLICANT OR HIS AGENT THAT ERECTION OF SAID BUILDING OR ALTERATIONS SHALL CONFORM IN ALL RESPECTS TO THE BUILDING REGULATIONS OF THE COUNTY OF GALVESTON, TEXAS REGULATING THE CONSTRUCTION OF BUILDING, AND MAY BE REVOKED AT ANY TIME UPON VIOLATION OF ANY OF THE PROVISIONS OF SAID REGULATIONS.

THIS PERMIT EXPIRES TWO (2) YEARS FROM DATE OF ISSUANCE AND IS VALID ONLY FOR CONSTRUCTION ACCORDING TO PLANS SUBMITTED.

ANY DEVIATION FROM THIS PLAN NOT AUTHORIZED BY THIS PERMIT AND IS IN VIOLATION OF COUNTY BUILDING REGULATIONS.

ANY ALTERATIONS OR ADDITIONS DONE AFTER A CERTIFICATE OF COMPLETION IS ISSUED WITHOUT OBTAINING A NEW BUILDING PERMIT MAY RESULT IN DENIAL OR CANCELLATION OF FLOOD INSURANCE, AS WELL AS FINES OR IMPRISONMENT FOR CONTEMPT OF COMMISSIONERS' COURT.

TYPE OF BUILDING : \_\_\_\_\_

I HAVE READ AND UNDERSTAND THE ABOVE REGULATIONS AND WILL COMPLY WITH THEM.

OWNERS SIGNATURE: \_\_\_\_\_

PERMIT FEE: \_\_\_\_\_

FIRM DATA :

ZONE : \_\_\_\_\_

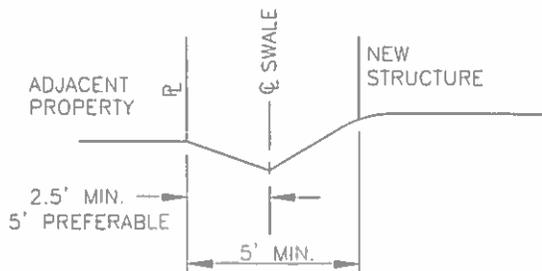
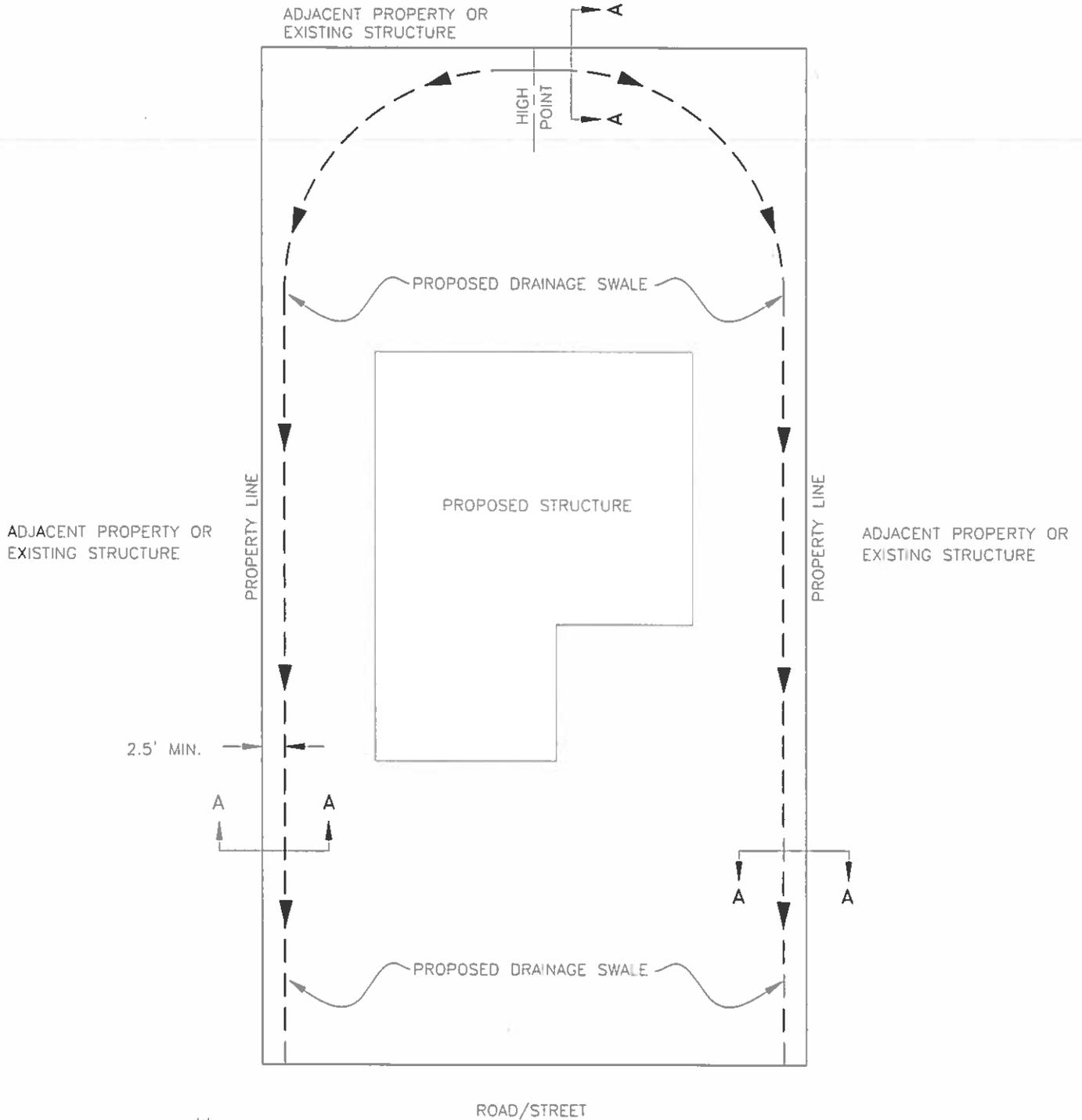
PANEL : \_\_\_\_\_

DATE : \_\_\_\_\_

GALVESTON COUNTY BUILDING DEPARTMENT

BY : \_\_\_\_\_

# TYPICAL RESIDENTIAL OR COMMERCIAL GRADING PLAN



SECTION A - A  
NTS

**NOTE:** IF ON SITE DETENTION IS REQUIRED THE GRADING PLAN WILL BE MODIFIED TO ACCOUNT FOR IT



## THE COUNTY OF GALVESTON

Office of the County Engineer

722 Moody, 1<sup>st</sup> Fl

Galveston, TX 77550

(409)770-5552 (281)316-8300

Fax (409)770-5559

### INSPECTIONS REQUIRED BY GALVESTON COUNTY BUILDING DEPT.

#### INSPECTIONS FOR B & C ZONES

1. FOUNDATION – BEFORE YOU POUR
2. FRAMING – BEFORE YOU INSULATE OR SHEETROCK
3. FINAL – ONCE YOU HAVE COMPLETED ALL MECHANICAL, ELECTRICAL AND PLUMBING

#### INSPECTIONS FOR A-ZONE & V-ZONE

1. FOUNDATION FOR SLAB ON GRADE (BEFORE YOU POUR)/ PILING LAYOUT FOR ELEVATED STRUCTURES.
2. FRAMING – BEFORE YOU INSULATE OR SHEETROCK
3. FINAL – ONCE YOU HAVE COMPLETED ALL MECHANICAL, ELECTRICAL AND PLUMBING (before final can be done on a house move or new construction we will need)
  - a. **ORIGINAL** "As-Built Elevation Certificate"
  - b. Any enclosures below the BFE will need to be completed with GFI Breaker in the breaker box above BFE for all electrical below base flood elevation

Any violation of the permit or rules may result in the filing of a letter of non-compliance in the real property records under the authority granted in Section 240.901 of the Texas Land Government Code and the Regulation of Galveston County Texas for Floodplain Management.

This permit expires in 180 days from the date of issuance and is valid only for construction according to the plans submitted. If construction has started within 180 days of the date of issuance it will expire two (2) years after the date of issuance.

The work permitted must be inspected and approved by the building official prior to expiration of permit.

\*\*\*As of Jan. 4, 2010 all permits must comply with provision in H.B. 2833 as adopted by Galveston County Commissioner Court on Oct. 21, 2009.

**NOTE\*\*\*THESE INSPECTIONS DO NOT APPLY TO IRC OR WINDSTORM\*\*\***

Address of Permit: \_\_\_\_\_

\_\_\_\_\_

Printed Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**REGISTERED PROFESSIONAL ARCHITECT OR ENGINEER'S LETTER**

**V-ZONE**

DATE: \_\_\_\_\_

RE: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

To: Galveston County Building Department  
722 Moody, First Floor  
Galveston, Texas 77550

Type of Structure: \_\_\_\_\_

Proposed Location of Structure: \_\_\_\_\_

Owner or Contractor: \_\_\_\_\_

I hereby certify that I am a registered professional engineer or architect (circle one) and that I have developed and/or reviewed the structural design, specifications, and plans for the above referenced structure and further certify that the design and proposed methods of construction are in accordance with accepted standards of practice for meeting the provisions of the following:

- a) The above referenced structure shall be elevated so that the bottom of the lowest horizontal structural member of the lowest floor is located no lower than \_\_\_\_\_ feet above mean sea level, with all space below said lowest horizontal structural member open so as not to impede the flow of water, except for breakaway walls as provided for in the Galveston County Building Regulations (see v-zone certification for enclosure below BFE).
- b) Pilings or columns used as structural support and the structure attached thereto shall be designed and anchored so as to resist flotation, collapse, and lateral movement due to the effects of wind and water loads acting simultaneously on all building components. Wind and water loading values shall each have a one percent chance of being equaled or exceeded in any given year (100 year mean recurrence interval).
- c) Piling depth \_\_\_\_\_.

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Registration Number)

\_\_\_\_\_  
(Stamp)

**CERTIFICATION LETTER**

**V-ZONE**

Date: \_\_\_\_\_

RE: \_\_\_\_\_

\_\_\_\_\_

To: Galveston County Building Department

722 Moody, First Floor

Galveston, Texas 77550

Type of Structure: \_\_\_\_\_

\_\_\_\_\_

Proposed Location of Structure: \_\_\_\_\_

\_\_\_\_\_

Owner or Contractor: \_\_\_\_\_

\_\_\_\_\_

I hereby certify that I am a registered professional engineer or architect (circle one) and that I have designed and/or reviewed the structural design, specifications, and plans for the walls of the enclosed area below the lowest floor of the above referenced structure and further certify that the enclosure meets the following:

- a) Said breakaway walls shall have a design safe loading resistance of not less than 10 and no more than 20 pounds/ square foot and shall collapse from a water load less than that which would occur during the base flood.

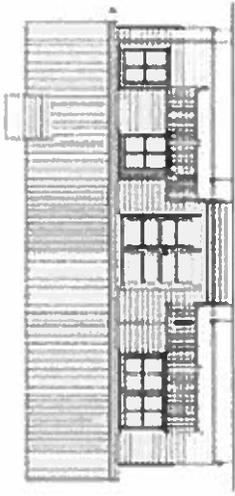
\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Signature)

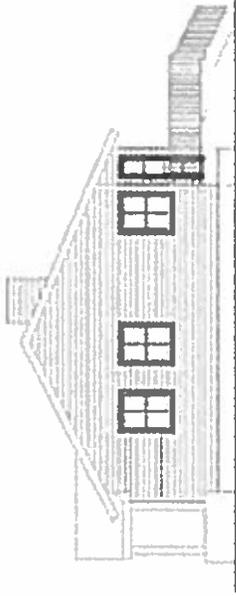
\_\_\_\_\_  
(Registration Number)

(Stamp)

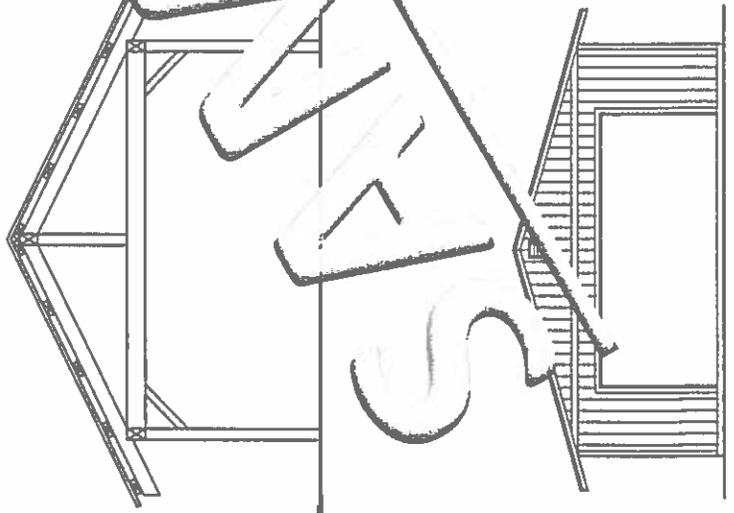
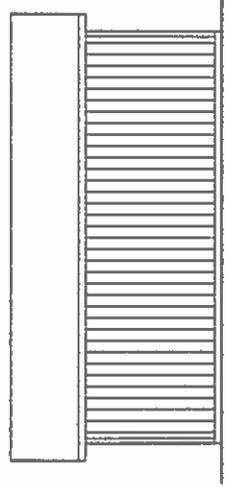
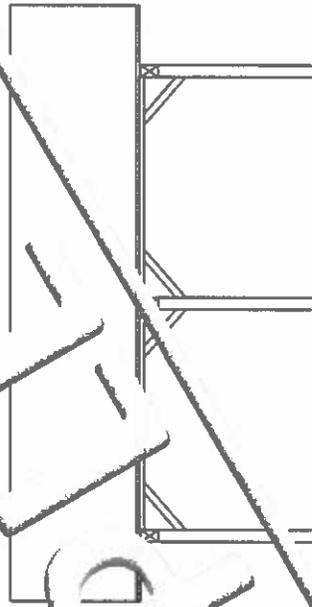
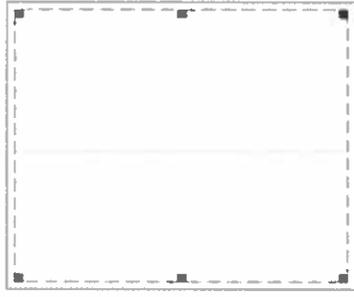
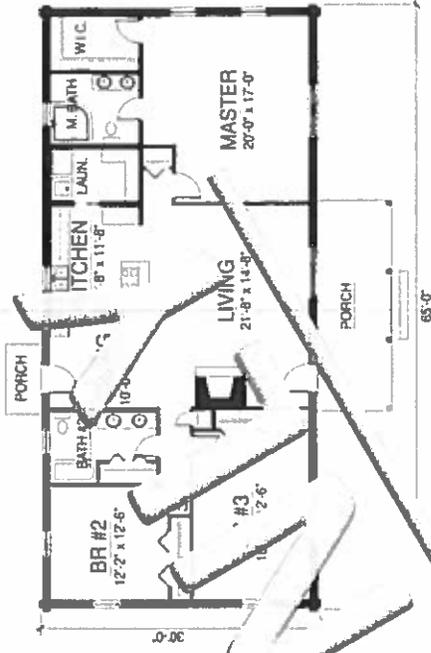
FRONT ELEVATION



SIDE ELEVATION



FLOOR PLAN



FOR SALE