

# COUNTY OF GALVESTON - PERMIT CHECKLISTS

722 Moody (21st St) 1st Floor, Galveston, Texas 77550 • Phone: 409-770-5552

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

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

## RV/FOOD TRUCK

- Permit application
- 180 day recreational vehicle form
- Site & grading plan
- Current registration
- Current photo of RV
- \$40 fee

## RESIDENTIAL & COMMERCIAL

- Permit application
- Zone letter
- Site & grading plan (Drainage/Detention plan required for Commercial)
- Floor plan, front & side elevation
- IRC Statement, Energy Code & Inspection forms
- Engineer letters for pilings and breakaway walls (V-Zone only)
- Fee

## RV RENEWAL

- 180 day recreational vehicle form
- Current registration
- \$30 fee

## MOBILE HOME

- Permit application
- Zone letter
- Site & grading plan
- Inspection form
- Fee

## RV PARK/MOBILE HOME PARK

- Permit application
- Zone letter
- Site & grading plan
- Drainage/Detention plan
- RV park letter
- Inspection Form
- Fee

## ALL OTHERS (ADDITIONS, COVERS, DECKS, DEVELOPMENT, POOLS, REPAIRS, SCREENROOMS, ETC.)

- Permit application
- Zone letter
- Site & grading plan
- Floor plan, front & side elevation
- List of repairs
- Inspection form
- Fee

## PREFAB STORAGE 250 SQ FT OR LESS

- Permit application
- Zone letter
- Site & grading plan
- Floor plan, front & side elevation
- Brochure
- Inspection form
- Fee

## STORAGE: SELF BUILT/PREFAB LARGER THAN 250 SQ FT

- Permit application
- Zone letter
- Site & grading plan
- Floor plan, front & side elevation (show flood vents if in A-Zone)
- Engineer letter for breakaway walls (V-Zone only)
- Inspection form
- Fee

## GLO APPROVAL - (all structures south of Hwy 87, within 1,000 ft. of mean high tide)

- GLO Application
- Current survey
- Driveway layout: dimensions & material
- Piling layout: identify proposed non-pervious surfaces
- \$250 Fibercrete fee (if applicable)
- Photos:
  - From street looking at the site/house
  - From site/house looking at the beach
  - From site/house looking 45° to the southwest
  - From site/house to 45° to the southeast
  - Beach looking back to site/house

## SEWER/SEPTIC INFORMATION

**BOLIVAR PENINSULA PUBLIC SEWER: A sewer connection agreement is required by Galveston County prior to issuing a permit for any structure containing a bathroom.**

**PRIVATE SEPTIC: Galveston County must receive confirmation from the Galveston County Health Dept. prior to issuing a permit for any structure containing a bathroom.**

**\*\*CERTAIN CIRCUMSTANCE MAY REQUIRE MITIGATION AND/OR ADDITIONAL DOCUMENTS & INFORMATION\*\***

**NON-TRANSFERABLE**

**PERMIT NO.:** \_\_\_\_\_

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

**COUNTY OF GALVESTON BUILDING DEPARTMENT  
180-DAY RECREATIONAL VEHICLE PERMIT**

APPLICANT NAME \_\_\_\_\_ PHONE \_\_\_\_\_

SITE ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

YEAR \_\_\_\_\_ MAKE \_\_\_\_\_ SIZE \_\_\_\_\_ x \_\_\_\_\_ COLOR \_\_\_\_\_ LICENSE NUMBER \_\_\_\_\_

**RECREATIONAL VEHICLE – means a vehicle which is (I) built on a single chassis; (II) 400 square feet or less when measured at the largest horizontal projections; (III) designed to be self-propelled or permanently towable by a light duty truck; and (IV) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use.**

It is required that recreational vehicles placed on sites within the community’s one hundred year floodplain: (1) be on the site for fewer than 180 consecutive days, (2) be fully licensed and ready for highway use or:

- a. In A-Zones - meet the requirements of Article 3, Section C and elevation anchoring requirements for “manufactured homes” in Article 5, Section B, Paragraph (6) of the Regulations of Galveston County, Texas for Floodplain Management.
- b. In V-Zones - meet the requirements in Article 3, Section C and Article 5, Section F, paragraphs (1) through (6) of the Regulation of Galveston County, Texas for Floodplain Management.

A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

A new permit must be obtained for each additional 180 days. The condition by which the permit was issued must be maintained or the permit could be revoked and utilities could be disconnected.

**EXEMPT RECREATIONAL VEHICLES - means recreational vehicles stored on a homeowner’s lot where the home already exists are exempt from the 180 day permit regulations. These vehicles must be unoccupied and not hooked up to water or sewer facilities. They must be licensed and road ready.**

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

**APPLICANT SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_