

**SAN JACINTO  
COUNTY, TX**

**DEVELOPMENT  
PERMIT  
APPLICATION**

SAN JACINTO COUNTY  
911 Addressing & Permitting Department  
1 State HWY 150, Room 3 Coldspring, TX 77331  
Phone: 936-653-3823 Fax: 936-653-5290

**SAN JACINTO COUNTY DOES NOT GIVE OUT 911 ADDRESSES TO VACANT PROPERTY. IN ORDER TO GET AN OFFICIAL 911 ADDRESS, YOU MUST BE IN THE PROCESS OF DEVELOPING THE PROPERTY. YOU MUST OBTAIN A DEVELOPMENT PERMIT FOR ANYTHING YOU ADD TO YOUR PROPERTY THAT IS LARGER THAN 10'X10' BEFORE ADDING IT TO YOUR PROPERTY.**

**WHEN APPLYING FOR PERMITS, PLEASE PROVIDE THE FOLLOWING PAPERWORK:  
FOR DEVELOPMENT PERMITS (ANY ENCLOSED STRUCTURE -WITH 3 OR MORE EXTERIOR WALLS THAT IS LARGER THAN 10'X10'/100 SQ FT BEING ADDED TO PROPERTY IN SAN JACINTO COUNTY MUST BE PERMITTED)**

- A CURRENT COPY OF THE DEED TO YOUR PROPERTY SHOWING IT IS IN YOUR NAME THAT HAS BEEN FILED WITH THE COUNTY CLERK'S OFFICE or
- A RECENT TAX PAPER IN YOUR NAME FROM THE COUNTY FOR YOUR PROPERTY
- A COPY OF YOUR SURVEY, AS BUILT OR FIELD NOTES
- A COMPLETED & SIGNED DEVELOPMENT PERMIT APPLICATION

**IF YOUR PROPERTY IS IN THE FLOOD PLAIN YOU WILL ALSO NEED:**

- A CURRENT ELEVATION CERTIFICATE

**IF YOUR PROPERTY HAS AN EXISTING SEPTIC SYSTEM YOU WILL ALSO NEED:**

- A CURRENT SEPTIC INSPECTION FROM A LICENSED SANITARIAN

**IF YOUR PROPERTY WAS DIVIDED OUT FROM ANOTHER PROPERTY YOU WILL ALSO NEED:**

- THE NEW SURVEY THAT INCLUDES ANY NEEDED EASEMENTS AND/OR VARIANCES

**IF YOU ARE PLANNING TO ADD A STRUCTURE TO A PROPERTY THAT IS NOT IN YOUR NAME:**

- YOU WILL NEED TO GET A NOTARIZED STATEMENT FROM THE OWNER OF THE PROPERTY STATING THEY HAVE GIVEN YOU PERMISSION TO PUT THE STRUCTURE ON THEIR PROPERTY

**CURRENT APPLICABLE PERMITTING FEES FOR DEVELOPMENT ARE AS FOLLOWS:**

- NON-FLOODPLAIN DEVELOPMENT                      \$250.00
- FLOODPLAIN DEVELOPMENT                              \$500.00

**IF THIS IS FOR COMMERCIAL DEVELOPMENT, YOU WILL ALSO NEED TO PROVIDE THE FOLLOWING:**

- ANY & ALL PLANS FOR CONSTRUCTION. THESE MUST BE REVIEWED AND APPROVED BY THE COUNTY ENGINEER AND PRECINCT COMMISSIONER BEFORE FILING FOR A COMMERCIAL PERMIT. PAYMENT NOT ACCEPTED UNTIL PLANS RECEIVE AUTHORIZED APPROVAL.

**CURRENT APPLICABLE COMMERCIAL PERMITTING FEES FOR DEVELOPMENT ARE AS FOLLOWS:**

- COMMERCIAL DEVELOPMENT                              \$750.00

EACH PERMIT WILL GO THROUGH AN INDIVIDUAL VERIFICATION PROCESS ON A CASE-BY-CASE BASIS. THIS PROCESS WILL TAKE FROM 7 TO 10 WORKING DAYS. NEW STRUCTURES MAY NOT BE ADDED UNTIL THE PERMIT HAS BEEN APPROVED. 911 ADDRESSING AND UTILITY PERMITTING (WHICH ARE INCLUDED WITH THIS PERMIT), AS WELL AS, THE PERMIT NUMBER, ARE GIVEN UPON THE APPROVAL OF THE DEVELOPMENT PERMIT, NOT BEFORE. IF YOU HAVE ANY QUESTIONS CONCERNING ANY OF THESE REQUIREMENTS, PLEASE COME BY TO SPEAK WITH US OR CALL THE OFFICE AT THE NUMBER ABOVE.

911	\$ 25.00
DEVELOPMENT Non-FP	\$ 250.00
DEVELOPMENT Flood Plain	\$ 500.00
DEVELOPMENT Commercial	\$ 750.00
OSSF - Residential	\$ 300.00
OSSF - Commercial	\$ 410.00
OSSF - Repair	\$ 100.00
Utility	\$ 55.00
Pipeline Flood Plain Verification	\$1000.00
Cell Tower Maintenance	\$150.00

**SAN JACINTO**  
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 Coldspring, TX 77331  
 (936)653-3823 • fax (936)653-5290  
 sjcpermits@san-jac.us

PERMIT NO: \_\_\_\_\_  
 RECEIPT NO: \_\_\_\_\_  
 TOTAL FEE: \_\_\_\_\_

R#

**APPLICATION**

APPLICANT: \_\_\_\_\_  
 MAILING ADDRESS: \_\_\_\_\_  
 HOME #: \_\_\_\_\_ CELL #: \_\_\_\_\_ CELL#: \_\_\_\_\_ WORK #: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_  
 911 ADDRESS: \_\_\_\_\_  
 SUBDIVISION/TRACT: \_\_\_\_\_ ACRES: \_\_\_\_\_  
 DIRECTIONS: \_\_\_\_\_

**IS ALL OR A PORTION OF THE PROPERTY IN THE FLOODPLAIN?** \_\_\_\_\_ **PRECINCT:** \_\_\_\_\_  
**ARE YOU BUILDING IN THE FLOODPLAIN?** YES \_\_\_\_\_ NO \_\_\_\_\_ **HAVE BFE?** YES \_\_\_\_\_ NO \_\_\_\_\_

**ON-SITE SEPTIC FACILITY**  
 Central  Existing  Holding Tank  None  Proposed  10 Acres  Exemption Form  TRA  
 WHO WILL INSTALL YOUR SYSTEM?  Homeowner  Installer

**WATER INFORMATION**  COMMUNITY  WELL **ELECTRICITY**  YES  NO  ENERGY  SHECO  
 IS BUILDING IN CITY LIMITS? \_\_\_\_\_

TYPE OF CONSTRUCTION: \_\_\_\_\_ **COMMERCIAL** **RESIDENTIAL**  
 ARE YOU REPLACING AN EXISTING STRUCTURE? YES \_\_\_\_\_ NO \_\_\_\_\_ **ONE STORY** **I-1/2 STORY** **TWO STORY**  
 # OF OCCUPANTS: \_\_\_\_\_ # OF BEDROOMS: \_\_\_\_\_ # OF BATHROOMS: \_\_\_\_\_  
 GARBAGE DISPOSAL? \_\_\_\_\_ WASHING MACHINE: \_\_\_\_\_ DISHWASHER: \_\_\_\_\_

TRAVEL TRAILER/RV	LENGTH	<input type="checkbox"/> YES <input type="checkbox"/> NO	ROAD READY LETTER
EXISTING	SQ. FT.	NOTE: _____	
NEW STRUCTURE	SQ. FT.		
MOBILE HOME	SQ. FT.	<input type="checkbox"/> SW <input type="checkbox"/> DW	
COMMERCIAL	SQ. FT.		

Upon signing this application, Property Owner (or his/her designee) authorizes San Jacinto County, Texas, to enter upon the described property for the purpose of lot/land evaluation, septic system inspections, flood hazard evaluation, or for any reason consistent with the water quality programs of the Texas Commission on Environmental Quality. If any portion of the referenced property is located in the 100-year floodplain, Applicant is responsible for building outside the floodplain or following the floodplain guidelines of the NFIP and San Jacinto County, Texas.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_