

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 (dated within the last 6 months)
- A FLOOD PLAIN DEVELOPMENT ALSO REQUIRES A SECOND ELEVATION CERTIFICATE AFTER CONSTRUCTION TO SHOW COMPLIANCE WITH THE ORIGINAL 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 OR 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 YOUR 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 THE DEVELOPMENT PERMIT), AS WELL AS, THE PERMIT NUMBERS, 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 ADDRESS	\$ 25.00
DEVELOPMENT Non-FP	\$ 250.00
DEVELOPMENT Flood Plain	\$ 500.00
DEVELOPMENT Commercial	\$ 750.00
OSSF - Residential	\$ 310.00
OSSF - Commercial	\$ 410.00
OSSF - Repair	\$ 100.00
Utility	\$ 55.00
Pipeline	\$2500.00
Cell Tower Maintenance	\$150.00

SAN JACINTO COUNTY PERMIT DEPT.

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

Please allow 7 to 10 working days for processing.

PERMIT #:

R #:

TOTAL FEE:

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:	FOR OFFICE USE ONLY
ARE YOU BUILDING IN THE FLOODPLAIN? ☐ YES ☐ NO HAVE BFE? ☐ YES ☐ NO			
ON-SITE SEPTIC FACILITY			
☐ Central	☐ Existing	☐ Holding Tank	☐ None ☐ Proposed ☐ 10 Acre Exemption Form ☐ TRA
WHO WILL INSTALL YOUR SYSTEM? ☐ Homeowner ☐ Installer - _____			
WATER INFORMATION		ELECTRICITY	
☐ COMMUNITY	☐ WELL	IS BUILDING IN CITY LIMITS? ☐ YES ☐ NO	☐ ENTERGY ☐ SHECO
TYPE OF CONSTRUCTION: _____			
ARE YOU REPLACING AN EXISTING STRUCTURE? ☐ YES ☐ NO		COMMERCIAL ☐ ONE STORY ☐ I-1/2 STORY ☐ TWO STORY	RESIDENTIAL ☐
# OF OCCUPANTS: _____	# OF BEDROOMS: _____	# OF BATHROOMS: _____	
GARBAGE DISPOSAL? _____	WASHING MACHINE: _____	DISHWASHER: _____	
TRAVEL TRAILER/RV	LENGTH _____	☐ YES ☐ NO	ROAD READY LETTER
EXISTING	SQ. FT. _____	NOTE: _____	
NEW STRUCTURE	SQ. FT. _____	_____	
MOBILE HOME ☐ SW ☐ DW	SQ. FT. _____	_____	
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