

INSTRUCTIONS FOR BUILDING PERMITS

1. If you know you are outside a flood zone, simply fill out the application and mail it and the \$50.00 application fee to the address below. We will process your application, and mail you a permit. Be sure to include a phone number in case we have a question about your information. No inspections will be made.

If you are placing a mobile home on your property, which lies outside the flood zone, the total fee is \$50.00. No inspection will be made. **Brazoria County recommends you build up at least 24” from natural ground, if you are in Zone X. This is only a recommendation.**

- If you are not sure what zone you are in, call the Floodplain Office at (979) 864-1295, with a legal description, and we will determine what zone you are in.

2. If you fall within a flood zone, there will be the following additional requirements:

- Two (2) copies of your floor plans. They may be rough drawings.
- A natural ground elevation certificate will be required from a registered surveyor or engineer, before a permit can be issued. **You are also required to get a top of floor elevation shot after construction is finished.** This proves that you are at the required elevation for our files.
- If you are placing a mobile home inside the flood zone, the total fee is \$80.00. (\$30.00 inspection fee plus a \$50.00 application fee). **You are also required to get a top of floor elevation shot after the mobile home is in place.** This proves that you are at the required elevation.
- An “Inspection Fee” of \$.04 per square foot, based on enclosed area, plus the \$50.00 application fee will be charged.

Special Notes:

If you are building on less than 10 acres, you must provide us with a copy of your septic permit before a construction permit will be issued unless in S/D with sewer connections.

Any residential that is 5000 square feet or more of surface area and all commercial development shall be reviewed by the local Drainage District before a county permit will be issued.

All commercial buildings are required to get a “County Fire Code Permit”
Before a construction permit will be issued.

Make checks payable to: **Brazoria County Treasurer**

Mail Permit Application and Fees To:

Building Permit Department, 111 East Locust – Bldg. A-29, Suite 210
Angleton, Texas 77515 – Office (979) 864-1295 – Fax (979) 864-1003
Email: belindah@brazoria-county.com