

## **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 the slab is poured.** 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 construction or fill work 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.**

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Make checks payable to: **Brazoria County**

Mail Permit Application and Fees To:  
Building Permit Department  
111 East Locust – Bldg. A-29, Suite 210  
Angleton, Texas 77515  
(979) 864-1295