

City of La Porte
604 W. Fairmont Pkwy
La Porte TX 77571

Planning & Development
BUILDING PERMIT APPLICATION

Phone: 281.470.5073
Fax: 281.470.5005
permits@laportetx.gov

Applicant Name:	Project Address:	Site Plan No. if applicable:
HCAD Parcel No. (s): (1) _____ (2) _____ (3) _____		
Property Owner:	Mailing Address:	E-Mail: Phone:
Contractor:	Mailing Address:	E-Mail: Phone:
Architect:	Mailing Address:	E-Mail: Phone:
Engineer:	Mailing Address:	E-Mail: Phone:
Contact Person:	Mailing Address:	E-Mail: Phone:

Project Description:	Business/ Project Name:
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Building Use:	No. of Stories:	Living Sq. Ft.	Garage Sq. Ft.	Porch Sq. Ft.	Other Sq. Ft.	Total Sq. Ft.
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SELECT ALL THAT APPLY:	RESIDENTIAL <small>Valuation not required</small>	COMMERCIAL (PROJECT VALUATION REQUIRED) VALUATION \$ _____
NEW	ADDITION	REMODEL
FLOOD PLAIN DEV.	STORM WATER	FILL DIRT
FOUNDATION	IRRIGATION	ROOF
FENCE	CLEARING	POOL
		EARTH REMOVAL
		PARKING LOT ONLY
		DEMOLITION
		DRIVEWAY
		OTHER

DESCRIBE WORK: _____

1. APPLICATION CHECKLIST & SUPPORTING DOCUMENTATION:

RESIDENTIAL PROJECT: SUBMIT (2) COMPLETE SETS TO SCALE (HARD COPIES) OF CONSTRUCTION PLANS FOR REVIEW.

COMMERCIAL PROJECT REQUIRES:

1. (2) COMPLETE SETS (HARD COPIES) OF CONSTRUCTION PLANS AND SITE PLAN FOR REVIEW.
2. CD/ USB IN PDF FORMAT SHOULD INCLUDE CONSTRUCTION PLANS, SITE PLAN, AND COMPLETE APPLICATION.
3. SITE PLAN FEE DUE AT TIME OF SUBMITTAL. MAJOR SITE PLAN 10 ACRES OR GREATER: \$300.00 + \$5.00 PER ADDITIONAL ACRE; MINOR SITE PLAN LESS THAN 10 ACRES: \$200.00 + \$5.00 PER ADDITIONAL ACRE.

CONTRACTOR REQUIREMENTS: CURRENT GENERAL LIABILITY CERTIFICATE OF INSURANCE MINIMUM OF \$100,000. CITY OF LA PORTE; 604 W. FAIRMONT PKWY; LA PORTE, TX 77571 AS THE CERTIFICATE HOLDER. IF HOMEOWNER IS CONTRACTOR, MUST FURNISH NOTARIZED HOMESTEAD AFFIDAVIT. (FOR RESIDENTIAL PROJECT ONLY)

NOT A VALID PERMIT UNTIL OWNER/ CONTRACTOR IS NOTIFIED OF APPROVAL AND ALL APPLICABLE FEES ARE PAID IN FULL. SITE PLAN FEE IS DUE AT SUBMITTAL OF APPLICATION.

AS A CONDITION OF THIS SUBMITTAL, I AGREE TO ALLOW EMPLOYEES OF THE CITY OF LA PORTE TO ACCESS MY PROPERTY FOR THE PURPOSE OF INSPECTING OR VERIFYING INFORMATION PROVIDED IN THIS APPLICATION & THE PLANS SUBMITTED THEREWITH.

SIGNATURE OF APPLICANT: _____ **PRINTED NAME:** _____ **DATE:** _____

STAFF USE ONLY:

TAXES:	CODE ENFORCEMENT:	FLOOD ZONE:	TYPE OF CONSTRUCTION:	TYPE OF OCCUPANCY:	USE ZONE:
SITE PLAN FEE:	PERMIT FEE:	PLAN REVIEW FEE:	DRIVEWAY TIE-IN FEE:	PARKLAND & ZONE FEE:	OTHER:
NEW WATER ACCOUNT SET-UP REQUIRED FOR THIS PROJECT:				YES	NO

PERMIT APPLICATION RECEIVED BY: _____ DATE: _____

PERMIT NO. _____ APPROVED FOR PERMIT ISSUANCE BY: _____ DATE: _____