



POLK COUNTY PERMIT DEPARTMENT
602 E. Church St., Suite 141, Livingston, TX 77351
 936-327-6820 – fax 936-327-6867 - EMAIL: permits@co.polk.tx.us

PERMIT FEE	If paying w/credit card click arrow and select Permit Fee from list	(Office Use Only) RECEIPT #:
Service Fee		PCT #:
3% Service Fee	If Permit Fee exceeds \$500, enter 3 in box to left	PERMIT #:
TOTAL DUE		

Check if requesting a new Residential Address No. of structures to be placed on the property METER LOOP/ELECTRIC SERVICE	Residential Septic Septic - Repair Aerobic Maintenance (2 yr cont.)
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(All questions in red must be completed)

Applicant Name	Clears Selections Above	Clears Selections Below
Mailing Address	Occupant Name	
Best Phone no(s) to reach you by	City	State Zip
	Email	<i>(If you do not have an email, enter N/A)</i>

If you have an existing address enter here, or leave blank and a **new 911 Address** will be assigned by Permits.

Are you replacing an existing structure? YES NO

Enter Property ID No. or GPS coordinate where the driveway meets the roadway

List structure(s) currently on the property or enter "none" if property is undeveloped

List structure(s) you are aware of that have been removed within the past 3 years, or enter "none"

Do you have an Elevation Certificate (BFE)? YES NO

Is all or a portion of property in the Floodplain? YES NO

Are you placing a structure in the Floodplain? YES NO If "YES," We require an elevation certificate

Do you have an existing on-site septic facility? YES NO 10-Acre Exempt To be Purchased

If NO, who will install septic? Water Co.

Electric Co.: Entergy (Entergy Account No.) Sam Houston Electric Coop

You may type info into Building Material and Residential structure blocks or select from pull-down menu

Building Material Residential

Comments Bldg. sq ft No. Bdr No. Bth Washer/Dryer YES or NO

I attest that all information provided on this Permit is true and correct to the best of my knowledge, I have read page 2 of this Permit, and I understand that it is my responsibility to obtain legal access from my property onto a county road, a farm road, or highway.

Development Permit Expires 2 Years from this date and the Septic Permit expires 1 year from this date unless revoked.

Signature: _____ **Date:** _____ **Return completed permit to permits@co.polk.tx.us**

1. Posting Address Numbers: Please post your address number (within 60 days) in a location where emergency vehicles can see it clearly from the road or street you are addressed to. If your property is not clearly visible from the road or street, please post your address number on a permanent sign at the entrance to the drive of your property. If your property is located off of a State Highway, Farm Road, or US Highway, **DO NOT** post your address number on the highway right-of-way. Address numbers on your sign should preferably be 5" high, but no less than 3" high, and of a reflective material. Please remember, in an emergency, the presence and visibility of these numbers may help save your life.

2. Deed Restrictions: Property owner is solely responsible for complying with property deed restrictions.

Upon Signing this Application, Property Owner (or his/her designee) authorizes Polk 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. County officials and staff will make all reasonable efforts to coordinate inspection date and time with the property owner. 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 Polk County, Texas.