



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 if Permit Fee exceeds \$500, type 3 into box to calculate 3% service fee	<i>(Office Use Only)</i>		
Service Fee 3%		DEV	PCT #:	RECEIPT #:
Service Fee		AFF	PERMIT #:	
TOTAL		ATC		

Residential Address	Residential Septic	Septic - Repair
No. of structures to be placed on property	Aerobic Maintenance (2 yr cont.)	
METER LOOP/ELECTRIC SERVICE	Aerobic Maintenance Provider	
Meter Loop (must have a 911 address)		

(All questions in red must be completed)

Applicant Name	Clears Selections Above		Clears Selections Below
Mailing Address	Occupant Name	City	State Zip
Best Phone no(s) to reach you by	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 <u>new 911 Address</u> will be assigned by Permits.			
Are you replacing an existing structure? YES NO	Property Id No.		

List structure(s) currently on the property and note which structure(s) will be removed, 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," Lenders 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. Occupants No. Bedrooms

No. Bathrooms Washing Machine YES 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.

Permit Expires 2 Years 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.