



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 Service Fee 3% Service Fee TOTAL DUE	If paying w/credit card click arrow and select Permit Fee from list If Permit Fee exceeds \$500, enter 3 in box to left	(Office Use Only) RECEIPT #: PCT #: PERMIT #:
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.)
<div style="display: flex; justify-content: space-between;"> (All questions in red must be completed) Clears Selections Above Clears Selections Below </div>		
<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> Applicant Name Mailing Address Best Phone no(s) to reach you by If you have an existing address enter here, or leave blank and a new 911 Address will be assigned by Permits. </div> <div style="width: 48%;"> Occupant Name <div style="display: flex; justify-content: space-between;"> City State Zip </div> Email <i>(If you do not have an email, enter N/A)</i> Enter Property ID No. or GPS coordinate where the driveway meets the roadway </div> </div>		
Are you replacing an existing structure? YES NO		
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		
<i>You may type info into Building Material and Residential structure blocks or select from pull-down menu</i> <div style="display: flex; justify-content: space-between;"> Building Material Residential </div>		
<div style="display: flex; justify-content: space-between;"> Comments Bldg. sq ft No. Bdr No. Bth Washer/Dryer YES or NO </div>		
<p>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.</p> <p align="right">Development Permit Expires 2 Years from this date and the Septic Permit expires 1 year from this date unless revoked.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> Signature: _____ Date: _____ </div> <p align="right" style="color: red; font-weight: bold;">Return completed permit to permits@co.polk.tx.us</p>		

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.

3. Review Period: Permit is subject up to a 30 day review.

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.