



MOBILE HOME PARKS

RV PARKS

Effective Date: August 1, 2018

DATE RECEIVED	PERMIT #	FEE AMOUNT \$ 500.00
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FOR STAFF USE ONLY: ☐ OFD ☐ RSH ☐ LOTT ☐ STORMWATER ☐ PLANNING ☐ WATER SHOP

SITE LOCATION

Site Address: _____

Tax Parcel Number: _____

Latitude _____, Longitude _____ (decimal degrees)

TYPE OF WORK

Building Use Classification: _____

NUMBER OF SPACES

Description of work to be done (Please be specific): _____

Project Name: _____

*Value of Construction: \$ _____

PROPERTY OWNER

Owner Name: _____ Phone: (_____) _____ - _____

Mailing Address: _____

GENERAL CONTRACTOR INFORMATION

Company Name: _____

Mailing Address: _____

Contact Person: _____ Phone: (_____) _____ - _____

Email Address: _____ Fax: (_____) _____ - _____

State Contractor's License #: _____ Expiration Date: _____

DESIGN PROFESSIONAL (Architect/Engineer)

Company Name: _____

Mailing Address: _____

Contact Person: _____ Phone: (_____) _____ - _____

E-Mail Address: _____ Fax: (_____) _____ - _____

CONTACT PERSON (This person is designated to receive all project communications)

Name: _____ Phone: (_____) _____ - _____

Mailing Address: _____

E-Mail Address: _____ Fax: (_____) _____ - _____

BUILDING INFORMATION (if not applicable) Mark N/A _____

Automatic Sprinkler required	Yes <input type="checkbox"/> No <input type="checkbox"/>	Alarm	Yes <input type="checkbox"/> No <input type="checkbox"/>
Automatic Sprinkler provided	Yes <input type="checkbox"/> No <input type="checkbox"/>	Hazardous Materials	Yes <input type="checkbox"/> No <input type="checkbox"/>
Quick response heads throughout	Yes <input type="checkbox"/> No <input type="checkbox"/>	Basement	Yes <input type="checkbox"/> No <input type="checkbox"/>
Quick response heads per Occupant	Yes <input type="checkbox"/> No <input type="checkbox"/>	Fire Area	Yes <input type="checkbox"/> No <input type="checkbox"/>
Number of Stories _____			

IBC SPRINKLER SUBSTITUTIONS (if not applicable) Mark N/A _____

Area Increase	Yes <input type="checkbox"/> No <input type="checkbox"/>	Height Increase	Yes <input type="checkbox"/> No <input type="checkbox"/>
Unlimited Area	Yes <input type="checkbox"/> No <input type="checkbox"/>	One-Hour Construction	Yes <input type="checkbox"/> No <input type="checkbox"/>
Story Increase	Yes <input type="checkbox"/> No <input type="checkbox"/>	Other _____	Yes <input type="checkbox"/> No <input type="checkbox"/>

Value of Construction; The value of construction shall include the prevailing fair market value of all labor, materials and equipment, whether actually paid or not, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems, automatic sprinkler systems, other mechanical systems and other permanent work or permanent equipment, not including furnishings. The Building Official shall make the final determination of the value of construction as specified in Section 108.3 of the International Building Code.

Expiration of Plan Review: Applications for which no permit is issued within 180 days following the date of application or approval date shall expire and all fees paid shall be forfeited. Upon written request of the applicant, the Building Official may grant a 90-day extension to the Plan Review time as specified in Section 105.3.2 of the International Building Code. No application shall be extended for a period of more than 90 days.

Building Owner or Authorized Agent:

I hereby certify that I have read and examined this application and know the same to be true and correct, and I am authorized to apply for this permit.

*Signature:*_____
*Print Name:*_____
Date:



LIBERTY COUNTY
Permitting and Inspection Department
624 Fannin Street, Liberty, Texas 77575
Phone: (936) 336-4560

Requirements For Development of Recreational Vehicle & Mobile Home Parks

- Electrical installations should follow current NFPA 70 (NEC) standards
- Entrance gates are to be set back far enough to allow safe entry by users
- Dead end roads more than 150 feet should have a 50' diameter turnaround
- Interior roadways must be able to support firefighting apparatus
- Interior roadways shall be all weather roads – crushed concrete, limestone, GS 100, asphalt or concrete. Interior roads should have a driving surface of 24'
- Permanent structures and site buildings should have marked fire lanes
- Each RV or mobile home should be identified by numbers easily read from the street
- Each parking slot should be a minimum of 12 feet in width
- Parking sites should be constructed of material which will prevent low spots and ruts
- Each site should have enough room to park a full-size pickup truck beside the recreational vehicle or mobile home
- Parking sites should be constructed of material that prevents low spots and ruts
- A supply of potable water shall be demonstrated and provision for sanitary sewer service must also be demonstrated
- Plan drawings showing parking sites, roads, structures and drainage will be required
- Park developers are encouraged to have a single central location where park residents can receive and send mail
- All developments in Liberty County must go through Commissioner's Court for approval

RV Park Required Documents

- Tax I.D. or State License
- LLC or DBA (Contact Liberty County Clerk)
- Current Driver's License/Identification of the owner of the business
- Business Liability Insurance (Certificate of Liability Insurance)
- Lease Agreement, a Letter from Land Owner, or Proof of Ownership of Property
- Design Layout by a Professional Engineer (If septic design is available, it can be used)

******As of February 26, 2020, if your business will be in an enclosed building, you will be required to get an occupancy permit. This one time fee will be \$250. ******