

Checking the Status of a Permit

1. Navigate to the [ePortal](#).
2. On the **HOME** page, under **BUILDING**, click **SEARCH APPLICATIONS**.

General Information

[Lookup Property Information](#)
[Search for a Contractor](#)

Enforcement

[Report a Violation](#)
[Search Cases](#)

Planning

[Simple Online Application](#)
[Search Applications](#)

Building

[Search Applications](#)
[Schedule an Inspection](#)

Public Works

[Search Applications](#)
[Schedule an Inspection](#)

3. Enter the property's address, then click **SEARCH**.

Parcel No.:

Street No.: **Street Name:** **Unit No.:**

From - *To*

City: **State:** **Zip:**

[▶ Search Additional Criteria](#)

4. If there is more than one application, select the correct record number.

Showing 1-5 of 5 | [Download results](#)

<input type="checkbox"/>	Date	Record Number	Record Type	Description	Address	Expiration Date	Status	Action	Short Notes
<input type="checkbox"/>	06/12/2020	COM2020-00107	Commercial Building Permit	Build a screen wall at the rear of City Hall	823 25th Street, Galveston TX 77550		Issued		
<input type="checkbox"/>	04/03/2020	ELE2020-00287	Electrical Permit	City Hall Bathroom Renovation	823 25th Street, Galveston TX 77550		Permit Issued		
<input type="checkbox"/>	04/02/2020	20TMP-001528	Mechanical Permit	NA	823 25th Street, Galveston TX 77550				
<input type="checkbox"/>	04/02/2020	COM2020-00060	Commercial Building Permit	Phase 1: Accounting room & IT room remodel. Phase 2: Build two sets of restrooms. One set on the first floor and one set the third floor. (No supporting structures)	823 25th Street, Galveston TX 77550		Issued		
<input type="checkbox"/>	03/17/2020	PLU2020-00229	Plumbing Permit	MITCHELL CHUOKE PLUMBING/ add restrooms on 3rd floor; remodel restroom on 1st floor and move gas line.	823 25th Street, Galveston TX 77550		Issued		

5. Click **RECORD INFO**, then **PROCESSING STATUS**.

The screenshot shows a navigation bar with tabs for Home, Building (selected), Enforcement, Public Works, and Planning. Below the navigation bar are two buttons: 'Search Applications' and 'Schedule an Inspection'. The main content area displays the record title 'Record COM2020-00107: Commercial Building Permit' and its status 'Record Status: Issued'. A dropdown menu is open under 'Record Info', showing options for 'Record Details' and 'Processing Status'. The 'Processing Status' option is selected, and a tooltip is visible with the text 'Added to this record on 12/30/2010.' and 'SID Severity: Notice'. Below the tooltip, it says 'Total Conditions: 2 (Notice: 2)'. There are also buttons for 'Conditions' (with a red circle containing the number 2) and 'Custom Component'.

6. Click to expand each department's comments.

Processing Status

The 'Processing Status' section displays a list of review steps, each with a green checkmark and a right-pointing arrow. The steps are: Application Submittal, Planning Bldg Permit Review, Mechanical Inspector Review, Fire Review, City Engineer Review, Plumbing Inspector Review, Electrical Inspector Review, Flood Plain Manager Review, and Building Inspector Review. The 'Building Inspector Review' step is expanded, showing three entries with expandable comment boxes (indicated by a square icon). The first entry is 'Due on 06/12/2020, assigned to Richard Torres' and 'Marked as Action Necessary on 06/12/2020 by Richard Torres'. The second entry is 'Due on 06/12/2020, assigned to Richard Torres' and 'Marked as Action Necessary on 06/18/2020 by Richard Torres'. The third entry is 'Due on 06/22/2020, assigned to Richard Torres' and 'Marked as Approved on 06/22/2020 by J'. Below these entries is a comment: 'Comment: Per discussion with Building Plans Examiner, Richard Torres, it agreed that the structural requirements for the City Hall screen wall project are duly documented in the submitted plans.' Below the expanded section are three more steps: Plan Coordination, Issue Permit, and Closed.