



Certificate of Zoning Compliance APPLICATION

P.O. Box 779, Galveston, TX 77553 409/797-3660

planningcounter@galvestonTX.gov

A Certificate of Zoning Compliance is required before any building that has been erected, converted or structurally altered can be occupied. The Certificate of Zoning Compliance is issued upon demonstration that the proposed use of the building or land will comply with the applicable provisions of the Land Development Regulations.

I. PROPERTY INFORMATION

_____ or _____
Street Address/Location Legal Description (Lot Number, Block Number, Subdivision)

Name of Business

Proposed Land Use – *Please see attached list for standard land uses*

Previous Land Use – *Please see attached list for standard land uses*

II. APPLICANT INFORMATION

Name Telephone

Mailing Address E-mail Address

III. REQUIRED ITEMS

- ✓ All documents should be provided in 8.5" x 11", or please fold to appropriate size if larger. All drawings must be to scale.
- ✓ Please provide electronic copies, if available. Other pertinent information to support said request should also be attached.
- ✓ Not all items may be required. Please check with the Planning Division staff for advice.

Survey

Site Plan

- Scale, North Arrow, Legal Descriptions, Street Address
- Location and dimension of the lot(s)
- Footprint of all existing structures, with dimensions and distance from property lines and adjacent buildings
- All building setbacks (front, rear, side, structure to structure)
- Location/type of parking areas, landscape areas, driveways and sidewalks, with dimensions
- Location/type of exterior lighting fixtures

Floor Plan

Limited Use Affidavit

Signature from the Building Division is required below confirming no Certificate of Occupancy is required:

Building Division Signature

Non-Refundable Application Fee of **\$ 100.00**

IV. ADDITIONAL INFORMATION

- The review process will take no more than 10 working days. The staff will call the applicant when the Certificate of Zoning Compliance is approved.
- The Certificate of Zoning Compliance shall be signed by the applicant and a representative of the Planning and Development Division and Building Division.
- The Certificate of Zoning Compliance shall be displayed at the business location at all times.

V. ACKNOWLEDGEMENTS

I certify that I am the legal owner on record, or I have secured the property owner's permission and have full authority to make this application, and that the above information is correct and complete to the best of my knowledge and ability.

Printed Name and Signature of Applicant

Date

Standard Land Uses

Accessory Dwelling Unit
Adult Day Care
Adult Use (SOB)
Agricultural Support
Agriculture/Urban Farming
Airport
Alcoholic Beverage Sales, Liquor Store or Package
Arena / Stadium
Auto Service/Fueling or Charging Station
Automotive Wrecking and Salvage Yard; Junkyard;
 Recycling Business
Bar
Bed and Breakfast
Boarding House, Dormitory, Fraternity or Sorority
Boat Repair Facility
Boat Sales or Rental
Cemetery
Child Care Facility, Day Care (Commercial)
Child Care Facility, Residential (Day Care)
Cleaning / Laundry Pick-Up Station
Cleaning / Laundry-Mat Self Service
College / University / Vo-Tech
Commercial Amusement, Indoor
Commercial Amusement, Outdoor
Commercial Lodging (Hotel)
Commercial Stable
Commercial Warehousing and Logistics
Community Garden
Condominium
Correctional or Rehabilitation Facility
Cottage Food Production
Credit Access Business
Duplex
Family Care Facility
Fine Arts Instruction
Flea Market
Golf Carts, Sales and Service
Gun Shop
Heavy Industry
Heavy Vehicle, Manufactured Home, Watercraft or Aircraft
 Sales or Rental
Heliport
Helistop
Home Based Business
Home Based Occupation
Homeless Shelter
Hospital
Hospital House Establishment
Kennel
Library
Light Industry
Live-Work Unit
Manufactured Housing Development
Marina
Medical Office / Clinic / Lab
Mining / Extraction
Multi-Family Residential
Nursery or Greenhouse, Retail
Nursery or Greenhouse, Wholesale
Nursery Wholesale
Nursing / Convalescent Home
Office
Outdoor Storage
Parking and/or Multimodal Transportation Facility
Parking Lot, Commercial Surface Parking Area
Parking Structure or Lot – Incidental to Main Use
Parking Structure – Mixed Use
Passenger Motor Vehicle Sales or Rental
Pawn Shop
Personal Care Homes (DADS)
Personal Fitness
Pet Grooming Services
Place of Private Assembly
Place of Public Assembly
Port and Harbor Facilities
Power Generation
Private Club
Professional Services, Instruction or Counseling
Public Safety Facility
Public Utility Facility, Neighborhood
Public Utility Plant
Rail Yard
Recreation Indoor
Recreation Outdoor
Recycling Center
Recycling Collection Center
Research and Testing Laboratory
Residential Stable
Restaurant, Drive-In / Through
Restaurant, No Drive-In / Through
Retail - Big Box
Retail - Commercial
RV Park
School, Private
Self Storage
Short Term Rental Residential Dwelling
Single-Family Detached
Small Scale Food and Beverage Production
Substance Abuse Facility
Towing Service Facility
Townhouse
Vehicle Wash
Vending Kiosk/ATM
Veterinarian, Large Animal
Veterinarian, Small Animal
Wholesale
Wireless Telecommunication Facility