



City of Galveston

Engineering Division

Conditions for ROW Construction Permits
(409) 797-3643

Driveway, culverts, and sidewalks within Right of Way (ROW) Limits must conform to the City of Galveston (COG) Standards. Separate Permit Required. Installation of Curbs, Gutter and Sidewalks is required on all new construction unless it impacts drainage. All streets, alleys, drainage facilities/culverts, sidewalks, ramps, etc., shall be designed and constructed in accordance with COG Standard Construction Specifications and Details. Minimum area per vehicle on driveway is 10 feet wide by 20 feet long and the driveway access to each lot shall have a minimum width of 10 feet. Driveways in the ROW shall have one driveway with a maximum width of 40 feet and driveways shall be spaced 20 feet. Sidewalks shall be 5 feet minimum width if adjacent to the curb and 4 feet minimum width if away from the curb in low traffic neighborhoods. Construction shall be in compliance with the latest Texas Accessibility Standards (TAS) to meet the current ADA requirements. New construction shall not divert, sheet flow, or concentrate runoff to adjacent properties, and shall not block existing runoff from adjacent properties and shall not impact maintenance access to public utilities and shall provide adequate easements so the City can provide services in accordance with TCEQ regulations. If any portion of the parking lane, sidewalk area, alley or City ROW is used or blocked with scaffolding, debris, machinery/equipment (crane, man lift), temporary fence, dumpster, etc., per Section 32-5 of the City Code, a separate temporary License to Use the City Right of Way permit is required in advance. All Permit Approval is contingent on: Property Owner, Developer, builder, contractor, and engineer being fully responsible for implementing acceptable engineering practices to protect public and the environment and complying with all laws and regulations including COG codes and ordinances, TCEQ permits, TAS, US Corps of Engineers, etc. Separate fill permit required for fill placement. Permit contingent on a Storm Water Pollution Prevention Control Plan (Composite Sock, Silt Fencing, etc.) to keep fill material out of the City's ROW and adjacent private property and legal easements, etc. When calling for inspections, failure may lead to a red tag.

- **Sec. 32-10. - Construction, repair, maintenance of streets, sidewalks, curbs, gutters, driveways, culverts; generally.**
 - (a) All construction, repair and maintenance of streets, sidewalks, curbs, gutters, driveways, or culverts, or all construction, repair and maintenance in or under streets, sidewalks, curbs, gutters, driveways, or culverts shall be done in conformity with standard specifications on file in the office of the city engineer.
 - (b) The property owner shall provide pipe and joint sealer to the city for setting driveway culverts. The city shall provide the labor and equipment for setting driveway culverts. The property owner shall pay the city three dollars and fifty cents (\$3.50) per linear foot for the city's expense in providing labor and equipment.
- **Sec. 32-11. - Duty of property owners to construct, maintain, etc., sidewalks, curbs and driveways and to maintain vegetation abutting easement.**

The owner of property abutting upon any street shall construct sidewalks, curbs and driveways adjoining such property and shall maintain and repair same. If such owner fails to do so, the city may, by ordinance, order the work to be done, and if such owner fails to do the work, the city shall make a special assessment for such work. The owner of property abutting any street shall maintain the vegetation located in the right-of-way easement to conform to Code requirements.

Signs to be installed in City or TXDOT Right of Way needs prior approval in writing from the Local and State Agency and a License to Use Permit from Planning in advance of construction/installation.



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For new construction: Inspections will be performed by Building Division. The inspection can be scheduled either through the online portal or the dedicated inspection line.

O: (409) 797-3666

<https://www.galvestontx.gov/162/Building-Division>

For culvert grade, existing driveway, sidewalk, curb and gutter inspections:

David Frisbey - City Surveyor
DFrisbey@GalvestonTx.Gov

O: (409) 797-3682

C: (409) 797-3588

Julian Rodriguez - GIS Field Tech
JRodriguez@GalvestonTx.Gov

O: (409) 797-3634

C: (409) 392-0137

Daniel Orta - GIS Field Tech
DOrta@GalvestonTx.Gov

O: (409) 797-3693

C: (409) 497-6859

Before scheduling culvert stake outs, applicant must:

- **Mark each edge of driveway with paint, stakes, or flags.**
- **Must have all materials onsite (culverts and ram-neck (tar sealant)).**
- **No debris/obstructions in the right-of-way.**
- **If survey stakes are disturbed and require re-staking, initial permit will be voided.**