

## Why get a permit?

It's the law. State Building Code and the City of Houston's Code of Ordinances require building permits to be obtained for new construction within the City of Houston. If the City is alerted of an unpermitted carport, the property owner will be required to comply with all city codes.

- Ensure a safe structure
- Avoid red tags and double permit fees
- Comply with deed restriction
- Ensure building line compliance
- Save time & money by doing it right the first time
- Avoid embarrassment when caught

City of Houston  
Planning & Development Department  
P.O. Box 1562, Houston, Texas 77251-1562



PLANNING &  
DEVELOPMENT  
DEPARTMENT

Recipient Name  
Address  
City, ST ZIP Code

# Want to Build a CARPORT?

Building Permit Requirements  
And Information



City of Houston  
Planning & Development  
Department

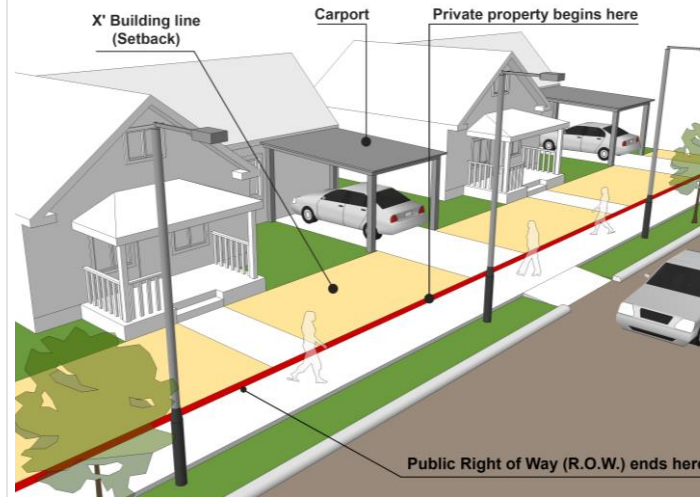
# CARPORTS

## Where Do I Begin?

Building permits may be obtained at the Houston Permitting Center, 1002 Washington Avenue. Once you are ready to apply for the permit, you will need to have the following items:

- Site Plan
- Recorded Subdivision Plat
- Survey (old or new)
- Architectural or Engineered Drawings

Customers are welcome to come by the Permitting Center for assistance with preliminary drawings, questions, or other concerns prior to applying for a permit. Start at the information desk on the first floor. Customer service representatives are available to assist you and direct you to the appropriate department(s).



## Things to know:

No portion of a carport may be located within either the set back or the Right of Way. Building setback lines may be established by a subdivision plat, deed restrictions or by ordinance. Property lines or Right of Way lines are typically located behind the sidewalk (see diagram). Owners of carports that encroach the setback line have two options: 1) remove the carport from the building setback line; or 2) seek a variance from the Planning Commission. Planning staff can provide guidance on this process.

## Contact Information

### Main Office:

Houston Permitting Center  
1002 Washington Ave.  
Houston, TX 77002

**Phone:** 832-394-9494

**Hours:** Monday – Friday  
8:00 am – 5:00 pm

To ensure all customers are assisted on the day they arrive, new customers are not accepted after 4:00 pm.

For more information or questions please contact planning staff at 832-394-8849 or visit the Houston Permitting Center.

[www.houstonpermittingcenter.org](http://www.houstonpermittingcenter.org)