

Commercial Permitting Process

After civil construction plans have been submitted through Fort Bend County Engineering and have obtained approval signatures, the owner, developer, or contractor must apply for a Development Permit online through the MyGovernmentOnline.org portal.

- 1) Create a login account through MyGovernmentOnline.org
 - If you have created a permit through the portal previously, you will simply need to login
 - Need assistance with your account? Call the helpline at **1-866-957-3764**
- 2) Create a Development Permit application
 - **If your project proposes driveways onto a public roadway:** Commercial Development Permit with Driveway
 - **If your project proposes no driveways onto a public roadway (private or internal driveways only):** Commercial Development Permit
 - Complete all required fields to verify property information
 - Complete all contact information (owner, contractor, etc.)
- 3) Upload the required documents
 - **Platted properties:**
 1. Scanned copy of the approved construction plans with FBC signatures
 2. Copy of the recorded plat
 - **Unplatted properties:**
 1. Scanned copy of the approved construction plans with FBC signatures
 2. Survey of the property (if not within the plan set)
 3. Deed to the property
- 4) Once all fields are complete, press “**SUBMIT**”
- 5) **Allow 7-10 business days to process your permit.** During the processing time, you may be contacted by staff or receive an email from the portal for the following:
 - Additional documentation required
 1. Hardcopy original **performance bond(s)** submitted to the Permitting Department are required at **\$5,000 per proposed driveway**, if your development proposes a driveway onto a public roadway
 2. The format for the bond is available on the FBC Engineering website
 - Questions regarding specifics of the development, if plans are unclear
 - Prompt for payment
- 6) If the application includes a proposed driveway, Commissioners Court action is required in order to formally approve the permit and approval time will vary based on the next available court date
- 7) Once approved, the applicant will receive email notification from the MyGovernmentOnline system with a digital copy of the permit. Please print the permit and keep on site at all times during construction