



# PLANNED NATURAL LANDSCAPE EXEMPTION DEVELOPMENT SERVICES DEPARTMENT

Planning and Development Division  
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Per Section 18-7 of the City of Galveston Municipal Code, all interested property owners or property owner designees shall apply for a Planned Natural Landscape exception permit each year in which a Planned Natural Landscape exception is requested.

**A Planned Natural Landscape Exemption application shall be submitted by the last day of February of each year and shall be valid for the corresponding calendar year.**

**Between March 1<sup>st</sup> and December 31<sup>st</sup>, exemption applications may only be submitted for properties that have been purchased within the past 60 days. If the property has been purchased within the last 60 days a Title Report must be submitted with the application.**

## I. PROPERTY INFORMATION

\_\_\_\_\_  
Street Address/Location, or

\_\_\_\_\_  
Legal Description (Lot Number, Block Number, Subdivision)

## II. APPLICANT INFORMATION

\_\_\_\_\_  
Property Owner Name

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
E-mail Address

\_\_\_\_\_  
Applicant/Representative Name

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
E-mail Address

## III. 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.

### Please read and initial below:

\_\_\_\_\_ I understand that all documents submitted with this application are subject to open records requests in accordance with the Open Records Act / Texas Public Information Act.

\_\_\_\_\_ I understand that receipt of an application does not constitute application completeness and that staff will review the application and return incomplete applications.

\_\_\_\_\_  
Printed Name and Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Signature of Property Owner

\_\_\_\_\_  
Date

**IV. PLANNED NATURAL LANDSCAPE MANAGEMENT PLAN**

**Please read and initial below to attest that the following requirements will be followed:**

- \_\_\_\_\_ A minimum 18-inch buffer, adjacent to other privately and publicly owned property, including rights-of-way. The buffer shall be measured from the property line in towards the property and may include cultivated landscape beds/elements.
- \_\_\_\_\_ A minimum 18-inch buffer around the perimeter of the structure(s) to provide a clear path of travel for emergency responders (fire department, law enforcement, and emergency medical personnel). The buffer shall be measured from any cultivated landscape beds/elements located directly adjacent to the structure out towards the property line.
- \_\_\_\_\_ Access for utility service providers to their respective meters or outside the house hookups (water meter, phone jack, electric meter, gas meter and/or tanks, cable box) and postal service (mailbox).
- \_\_\_\_\_ Access to the main entrance of the structure for emergency responders. The access shall be a minimum width of 36 inches and may consist of the materials in Section 18-7(b)(1) or a paved pathway.
- \_\_\_\_\_ All required buffers and access ways shall conform to the following:
  - 1. Materials – Allowable materials shall be mown vegetation, gravel, mulch, or other stabilized material that inhibits vegetative growth.
  - 2. Height – shall be in conformance with Section 18-5 (1).
- \_\_\_\_\_ Month that the annual mowing will occur: \_\_\_\_\_
- \_\_\_\_\_ **The Planned Natural Landscape area will be located on private property and not within the right-of-way.**

**V. “HIGH WEEDS AND GRASS” VIOLATIONS**

Please note that the following applies if the subject property has an active violation for “High Weeds and Grass” or other applicable nuisance violation:

- \$250.00 application fee (Payable to the City of Galveston)