



Standard Operating Procedures

For Palapas

The City of League City adheres to and enforces the 2015 International Residential Codes, 2015 International Building Codes, and the 2014 National Electrical Code.

1. **Building permit** – All palapas built in League City require a building permit. Plans must be submitted in duplicate and shall include, at a minimum, the following:
 - 1.1 A legal survey of the property, with the location of the proposed structure shown (hand drawn on copy of survey).
 - 1.2 Dimensioned construction drawings for the palapa structure and any paving.
 - 1.3 Information on the covering material including manufacturer specification for material or treatment.

2. **Setback and separation requirements** – Palapa structures may not be located closer than the following:
 - 2.1 5'-0" to any side property line.
 - 2.2 10'-0" to any adjacent structure or rear property line.
 - 2.2.1 Exception – This type of structure may be located closer to adjacent structures if synthetic thatch is used which has an ASTM E84 rating, and can be shown to possess a minimum Class C or III Flame Spread Properties per the manufacturer.
 - 2.3 Palapas may not be located within any utility easement.

3. **Minimum inspections**
 - 3.1 Holes Inspection
 - 3.2 Foundation/concrete
 - 3.3 Final inspection
 - 3.3.1 On structures over 250 square feet, provide windstorm certification for the structure only.