



City of Aransas Pass

FLOODPLAIN / GROUND DEVELOPMENT PERMIT APPLICATION

SECTION 1: General Provisions (APPLICANT to read and sign):

1. No work of any kind may be started until a permit issued.
2. The permit may be revoked if any false statements are made herein.
3. If revoked, all work must cease until permit is re-issued.
4. Development shall not be used or occupied until a Certificate of Compliance is issued.
5. **The permit will expire if no work is commenced within six (6) months of issuance.**
6. Applicant is hereby informed that other permits may be required to fulfill local, state, and federal regulatory requirements.
7. Applicant hereby gives consent to the Local Administrator or his/her representative to make reasonable inspections required to verify compliance.
8. THE APPLICANT CERTIFIES THAT ALL STATEMENTS HEREIN AND IN ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF THEIR KNOWLEDGE, TRUE AND ACCURATE.

(APPLICANT'S SIGNATURE) _____ DATE: _____

APPLICANT/OWNER (If not owner, Agent Authorization Form needs to be filled out):

Name _____ Email: _____

Address _____ Phone _____

BUILDER:

Name _____ Email: _____

Address _____ Phone _____

ENGINEER:

Name _____ Email: _____

Address _____ Phone _____

PROJECT LOCATION:

To avoid delay in processing the application, please provide enough information to easily identify the project location. Provide the street address, lot number or legal description (attach) and, outside urban areas, the distance to the nearest intersecting road or well-known landmark. A **survey** attached to this application showing the project location would be helpful.

ADDRESS: _____

SECTION 2: Proposed Development

A. DEVELOPMENT ACTIVITIES

Clearing _____ Mining _____ Fill _____ Drilling _____ Grading _____ Excavation _____

Drainage Improvements (Including Culvert Work) _____ Subdivision (New or Expansion) _____

Watercourse Alteration (Including Dredging and Channel Modification) _____

Road / Street / Bridge Construction _____

Individual Water or Sewer System _____

Other (Please Specify) _____

B. FUTURE PROPOSED STRUCTURAL DEVELOPMENT

Activity: New Structure _____ Addition _____ Alteration _____ Relocation _____ Demolition _____

Replacement _____

Structure Type: Residential (1-4 family) _____ Residential (more than 4 family) _____

Non-Residential (floodproofing? Yes ___) _____

Mixed Use (residential/commercial) _____

Manufactured (mobile) Home (in a manufactured home park? Yes ___) _____

SECTION 3: As-Built Elevations

The following information **must be provided for structures as part of this application**. This section must be completed by a registered professional engineer or a licensed land surveyor (or attach a certification to this application). Complete 1 and 2 below.

1. Elevation Certificate, especially of the top of the lowest floor, including basement (in Coastal High Hazard Areas, bottom of lowest horizontal structure member of the lowest floor, excluding piling(s) and column(s) is: _____ ft. NGVD (MSL)
2. Actual (As-Built) Elevation of floodproofing protection is _____ ft. NGVD (MSL)

SECTION 4: Documents to be submitted with application to be processed:

For Ground Development Only:

_____ Agent Authorization Form signed by property owner and applicant both notarized.

_____ Site Plan: Includes property lines with measurements to all structures(that may already exist), bodies of water, adjacent roads, lot dimensions, and proposed development.

_____ Plans showing the extent of watercourse relocation and /or landfill alterations.

For Ground Development with applying in-fill (All above forms **plus forms below):**

_____ Drainage Plan with Engineer letter stating in-fill will not cause flooding into neighboring properties.

For Floodplain Development (All forms found in sections above **plus forms below):**

_____ Development plans drawn to scale and specifications including where applicable: details for anchoring structures, types of water-resistant materials used below the first floor, details of floodproofing of utilities located below the first floor, and details of enclosures below the first floor.

_____ Subdivision or other development plans. (If the subdivision or other development exceeds 50 lots or acres, whichever is the lesser, the applicant must provide "100 year" flood elevations if they are not otherwise available.)

_____ Floodproofing protection level (non-residential only): _____ ft. NGVD (MSL).

For flood structures, applicant must attach certification from registered engineer or architect.

_____ Change in water elevation (in feet) _____.

Meets ordinance limits on elevation increase: yes _____ no _____

Top of new compacted fill elevation: _____

Reference in Municode Sections: Section 5-116 Basis for Establishing Areas of Special Flood Hazard

Section 5-123 Duties and Responsibilities of the Floodplain Administrator

_____ Certification from a registered engineer that the proposed activity in a regulatory floodway will not result in any increase in the height of the "100 year" flood. A copy of all that data and hydraulic/hydrology calculations supporting this finding must also be submitted.

SECTION 5: Completeness (City Internal Checklists)

Front Desk:

Date Complete Application was accepted: _____ Initials by person accepting application: _____

Date sent to CFM: _____ Date received/Approved from CFM: _____

Planning Approval: _____ Date: _____

Building Approval: _____ Date: _____