



FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

This form is to be filled out in duplicate:

SECTION 1: GENERAL PROVISIONS (APPLICANT to read and sign):

1. No work may start until a permit is 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 months of issuance.
6. Applicant is hereby informed that other permits may be required to fulfill local state and federal regulatory requirements. Also, contact City of Temple Construction Safety office.
7. Applicant hereby gives consent to the Local Administrator or his/her representative to make reasonable inspections required to verify compliance.
8. I, THE APPLICANT, CERTIFY THAT ALL STATEMENTS HEREIN AND IN ATTACHEMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE.

APPLICANT'S SIGNATURE: _____ **DATE:** _____

SECTION 2: PROPOSED DEVELOPMENT (To be completed by APPLICANT.)

<u>NAME</u>	<u>ADDRESS</u>	<u>TELEPHONE</u>
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APPLICANT: _____

BUILDER: _____

ENGINEER: _____

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 intersection road or well-know landmark. Please attach a sketch/plan to this application showing the project location and work proposed.

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DESCRIPTION OF WORK (Check all applicable boxes):

**A. STRUCTURAL DEVELOPMENT
ACTIVITY**

- ☐ New Structure
☐ Addition
☐ Alteration
☐ Relocation
☐ Demolition
☐ Replacement

STRUCTURE TYPE

- ☐ Residential (1-4 Family)
☐ Residential (More than 4 Family)
☐ Non-Residential (Flood proofing? ☐ Yes)
☐ Combined Use (Residential & Commercial)
☐ Manufactured (Mobile) Home
☐ In Manufactured Home Park? ☐ Yes

ESTIMATED COST OF PROJECT \$ _____

B. OTHER DEVELOPMENT ACTIVITIES:

- ☐ Fill ☐ Mining ☐ Drilling ☐ Grading
☐ Excavation (Except for Structural Development Checked Above)
☐ Watercourse Alteration (Including Culvert Work)
☐ Drainage Improvements (Including Culvert Work)
☐ Road, Street or Bridge Construction
☐ Subdivision (New or Expansion)
☐ Individual Water or Sewer System
☐ Other (Please Specify) _____

After completing SECTION 2, APPLICANT should submit form to Local Administrator for review.

SECTION 3: FLOODPLAIN DETERMINATION (To be completed by APPLICANT.)

The proposed development is located on FIRM Panel No.: _____, Dated: _____

The Proposed Development:

- ☐ Is NOT located in a Special Flood Hazard Area (Notify the applicant that the application review is complete and NO FLOODPLAIN DEVELOPMENT PERMIT IS REQUIRED).
- ☐ Is located in a Special Flood Hazard Area.
 FIRM zone designation is _____.
 100-Year flood elevation at the site is _____ + FT. NGVD (MSL) ☐ Unavailable
- ☐ The proposed development is located in a floodway.
 FBFM Panel No.: _____, Date: _____
- ☐ See Section 4 for additional instructions.

SIGNED: _____ **DATE:** _____

SECTION 4: ADDITIONAL INFORMATION REQUIRED (To be completed by LOCAL ADMINISTRATOR.)

The applicant must submit the documents checked below before the application can be processed.

- ☐ A site plan showing the location of all existing structures, water bodies, adjacent roads, lot dimensions and proposed development.
- ☐ Development plans, drawn to scale, and specifications, including where applicable details for anchoring structures, proposed elevation of lowest floor (including basement), types of water resistant materials used below the first floor, details of flood proofing of utilities located below the first floor and details of enclosures below the first floor.
Also: _____
- ☐ Subdivision or other development plans (If the subdivision or other developments exceeds 50 lots or 5 acres, whichever is the lesser, the applicant **must** provide 100-year flood elevations if they are not otherwise available.)
- ☐ Plans showing the extent of watercourse relocation and /or landform alterations.
- ☐ Top of new fill elevation _____ FT. NGVD (MSL).
- ☐ Flood proofing protection level (non-residential only) _____ FT. NGVD (MSL).
For flood proofed structures applicant must attach certification from registered engineer or architect.
- ☐ 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 data and calculations supporting this finding must also be submitted.
- ☐ No-Risk Certification
- ☐ Other: _____

SECTION 5: PERMIT DETERMINATION (To be completed by LOCAL ADMINSTRATOR.)

I have determined that the proposed activity: (A) ☐ **Is**; (B) ☐ **Is Not** in conflict with provision of Chapter 13 Flood Damage Prevention Ordinance. The permit is issued subject to the conditions attached to and made part of this permit.

SIGNED: _____ **DATE:** _____

If **BOX A** is checked, the Local Administrator will provide a written summary of deficiencies. Applicant may revise and resubmit an application to the Local Administration or may request a hearing from the Board of Adjustments.

If **BOX B** is checked, the Local Administrator may issue a Development Permit (currently no fee).

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APPEALS: Appealed to City Commission: ☐ Yes ☐ No
 Hearing date: _____
 City Commission Decision – Approved: ☐ Yes ☐ No

Conditions:

SECTION 6: AS-BUILT ELEVATIONS (To be submitted by APPLICANT before Certificate of Compliance is issued.)

The following information must be provided for projects structures. This section must be completed by a registered professional engineer or a licensed land surveyor (or attach a certification to this application).

Complete 1 or 2 below:

1. Actual (As-Built) Elevation of the top of the lowest floor, including basement is:
_____ FT. NGVD (MSL).
2. Actual (As-Built) Elevation of flood proofing protection is _____ FT. NGVD (MSL).

NOTE: Any work performed prior to submittal of the above information is at the risk of the Applicant.

SECTION 7: COMPLIANCE ACTION (To be completed by LOCAL ADMINISTRATOR).

The LOCAL ADMINISTRATOR will complete this section as applicable based on inspection of the project to ensure compliance with community's local law for flood damage prevention.

INSPECTIONS: DATE: _____ BY: _____ DEFICIENCIES? ☐ Yes ☐ No
 DATE: _____ BY: _____ DEFICIENCIES? ☐ Yes ☐ No
 DATE: _____ BY: _____ DEFICIENCIES? ☐ Yes ☐ No

SECTION 8: CERTIFICATE OF COMPLIANCE (To be completed by LOCAL ADMINSTRATOR).

Certification of Compliance issued: DATE: _____ BY: _____

Submit Fully-Executed Floodplain Development Permit Application To:

**Public Works Engineering Services Division
3210 East Avenue H, Building A, Suite 107
Temple, TX 76501**