



City of Devine, Texas Floodplain Development Provisions



FLOODPLAIN DESIGNATIONS: Floodplain Designations for the community’s floodplain management ordinance are based on maps provided by the Federal Emergency Management Agency. Floodplain Boundaries shown on the Flood Insurance Rate Maps are provided by the Federal Emergency Management Agency to identify the 100-year floodplain; the boundaries do not necessarily guarantee that areas outside the 100-year floodplain will not flood.

DEVELOPMENT PERMIT EXEMPTION CERTIFICATE: This exemption certificate will be issued upon request for proposed development that is not located within the 100-year floodplain identified by the Federal Emergency Management Agency on the Flood Insurance Rate Map.

FLOODPLAIN DEVELOPMENT PERMIT: This permit certificate will be issued for proposed development that is located within a special flood hazard area and meets the development requirements of the community’s Floodplain Management Regulations, This permit is separate from and in addition to any other applicable permits.

GENERAL PROVISIONS

1. No work may start until a Floodplain Development Permit and other applicable permits, exemption certificates, or variances are issued.
2. The Floodplain Development Permit or exemption certificate may be revoked if any false statements are made on the application.
3. If revoked, all work must cease until a Floodplain Development Permit or exemption certificate is reissued.
4. Development shall not be used or occupied until all required inspections are approved or a Certificate of Compliance is issued.
5. The Floodplain Development Permit or exemption certificate is valid for one year from date issued and will need to be renewed if work is not completed within that year.
6. Applicant hereby gives consent to the local Floodplain Administrator or his/her representative to make reasonable inspections required to verify compliance.
7. Applicant hereby agrees to furnish an elevation certificate, if required, within 10 business days of the completion of the foundation.

The Floodplain Development Permit applies to the community’s floodplain management regulations only. Other Federal, State or Local permits may be required. The floodplain development permit and exemption certificates do not exempt applicant from deed restrictions, subdivision regulations or other covenants regarding real estate. Applicant is responsible for investigation of such information.

Remember, our community is a participant in the National Flood Insurance Program, and flood insurance is available to every citizen in this community, even renters.

I, the APPLICANT, certify that I have read these General Provisions for Floodplain Development and that I understand if I do not abide by them, I may be punished by fine and/or imprisonment.

APPLICANT’S SIGNATURE _____ DATE _____

Jobsite Address: _____ Owner’s Name: _____ Phone Number: _____

Address: _____ Permit Number: FDP- _____ Page 1 of 8



**CITY OF DEVINE
APPLICATION FOR
FLOODPLAIN DEVELOPMENT PERMIT**



***Attach or Submit a PLAT or SURVEY with the proposed building or development location shown.
*You may be required to submit other information or obtain other permits from the city, county, state or federal government.
*Submit all pertinent information concerning this development which may include, but is not limited to, detailed PLANS or BLUEPRINTS (foundation plan, floor plan ,with electrical & plumbing fixtures, site plan with proposed development indicated, Elevation Certificates, Hydraulic/Hydrology Study, etc.)**

Please Print or Type in the following information.

SITE INFORMATION

Work Site Address: _____
 Legal Description: Lot(s) #: _____ Block #: _____ Acres: _____
 Subdivision/Survey Name: _____ Avg. Ground Elevation: _____ ft

UTILITY INFORMATION

WATER SERVICE: Municipal; Private Well
 SEWER SERVICE: Municipal; Septic (Aerobic; Drain Field; Other: _____)

ZONE & USE INFORMATION

Use Zone: _____ (A through K); Building Use Group: _____; Const. Type: _____; Flood Plain Zone(s): _____
 Fire Limits: Primary; Secondary; None; Building Size: _____ Square Feet; No. of Stories: _____

OWNER, CONTRACTOR, DESIGNER, SURVEYOR, ENGINEER INFORMATION

Building / Property Owner: _____ Company Name: _____
 Mailing Address: _____ Phone #: _____
 Business Owner: _____ Company Name: _____
 Mailing Address: _____ Phone #: _____
 Head Contractor: _____ Company Name: _____
 Mailing Address: _____ Phone #: _____
 Electrical Contractor: _____ Company Name: _____
 Mailing Address: _____ Lic. #: _____ Phone #: _____
 Plumbing Contractor: _____ Company Name: _____
 Mailing Address: _____ Lic. #: _____ Phone #: _____
 Mechanical Contractor: _____ Company Name: _____
 Mailing Address: _____ Lic #: _____ Phone #: _____
 Land Surveyor: _____ Company Name: _____
 Mailing Address: _____ Lic #: _____ Phone #: _____
 Architect ; Engineer Name: _____ Registration #: _____
 Mailing Address: _____ Phone #: _____

TYPE OF DEVELOPMENT (MARK ALL THAT APPLY)

STRUCTURAL DEVELOPMENT

PROPOSED START DATE: _____

Type of Work: New; Repair; Remodel; Relocation; Addition; Demolition

Foundation Type: Concrete Slab; Piers; Piles (driven); Columns (pre-cast)

Date for Foundation to be Completed: _____

Type of Structure: Residential, 1-4 Family; Residential, more than 4 family;

Non-Residential: Flood-Proofing: Yes; No

Mobile/Manufactured Home: (In Manufactured Home Park: Yes; No)

Accessory Building (Storage Shed, Garage, Carport, Pool) (Detached: Yes; No)

Business / Commercial (Name & Type): _____

Fence (Over 6 feet tall: Yes; No) Retaining Wall (Height from bottom of footing to top of wall _____)

Other (Please Describe): _____

ESTIMATED COST: \$ _____

ESTIMATED COMPLETION DATE: _____

NON-STRUCTURAL DEVELOPMENT

PROPOSED START DATE: _____

Fill Mining Drilling Grading Excavation (other than for structure)

Drainage Improvements (including culvert work)

Road Construction; Street Construction; Bridge Construction (Width _____ ; Length _____)

Subdivision: New; Expansion; Vacating _____ Blocks; _____ Lots & Resubdividing as _____ Blocks; _____ Lots

Name: _____ Number of Lots: _____ Acres: _____

Private Water System (Well) – For Lawn Irrigation only; Sand/Grease Trap (Size _____)

Private Sewer System: Aerobic Treatment; Drain Field; ET Bed; Other: _____

Septic Tank Size _____

Other (Please Describe): _____

ESTIMATED COST: \$ _____

ESTIMATED COMPLETION DATE: _____

ATTACHMENTS

Copy of Flood Map indicating property location (8"X10")

Site Plan with Elevations and location of proposed development (with Horizontal Dimensions)

Foundation Plans with Elevations

Elevation Certificate (Based on Construction Plans)

Conditional Letter of Map Amendment (CLOMA)

Conditional Letter of Map Revision (CLOMR)

Letter of Map Amendment (LOMA)

Letter of Map Amendment based on Fill (LOMA-F)

No-Rise/No Adverse Impact Certification from Professional Engineer PE Registration # _____

Hydraulic/Hydrology Study (Performed by Professional Engineer) PE Registration # _____

ADDITIONAL INFORMATION RELATED TO PROPOSED DEVELOPMENT:

IMPORTANT NOTICE

- There may be delays in the issuance of your permit(s). The City of Devine will work to issue your permits as soon as possible, but must ensure compliance with the City of Devine codes and ordinances, and the minimum requirements of the National Flood Insurance Program, which includes ensuring that the appropriate state and federal permits have been obtained for development in the Floodplain. This will also reduce the chances of any problems or delays after construction has begun, which can become costly, and help to ensure that the work that you are going to perform will not adversely affect others.
- Other permits issued by the City of Devine, Medina County, or State or Federal Government may be required for the work proposed.
- After your permits are issued, please keep a copy of them on the job site to show proof if requested by any city employee, inspector, or police officer.
- Depending on the workload and schedules of the inspectors, an inspection may not be conducted the same day as requested.
- All required re-inspection fees must be paid before a re-inspection will be scheduled.
- Remember that the removal of any material that may contain asbestos in a public or commercial building, or a residential property with more than 4 dwelling units requires that either an asbestos survey be conducted to determine the presence of asbestos, and have any material that contains asbestos removed by a licensed abatement contractor, or, in the absence of an asbestos survey, that a licensed asbestos abatement contractor remove all material.

I, the undersigned, have read the above notice, and state that all of the information contained in this application is true and correct to the best of my knowledge. I realize that I may need to provide more information and documentation on costs or other items if needed. I understand that I am not to begin development until the development permit has been issued or I will be in violation of the City of Devine's regulations and may be subject to fines as prescribed by ordinance. I understand that the issuance of a permit does not give permission to violate the provisions of any applicable law or ordinance, and that if a permit is issued for the work described in this application, such permit becomes null and void if the proposed development in the floodplain is not completed within 12 months from the date that the permit is issued.

APPLICANT'S PRINTED NAME

APPLICANT'S SIGNATURE

DATE

To Be Filled Out by the Floodplain Administrator

Application Review & Floodplain Determination

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

The proposed development is: Substantial improvement: Yes No

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) or Unavailable

Elevation Required by the Community _____

Freeboard Required by Community _____

The proposed development is located in a floodway.

FIRM Panel No. _____ Dated: _____

Permit applicant shall provide additional information.

(Provide copy of "Additional Information Required", Page 8 of this application, to the applicant.)

An elevation certificate is required, is not required.

If an elevation certificate is required, permit applicant shall provide a completed elevation certificate to the City for review, prior to final inspection of the structure.

Permit Determination

I have determined that the proposed activity: **A.** **Is** or **B.** **Is not** in conformance with provisions of the Flood Damage Prevention Ordinance of the City of Devine. The permit is:

A. hereby authorized to be issued subject to the conditions of this application and documents attached to and made part of this application; or

B. denied issuance.

SIGNED _____
Floodplain Administrator, City of Devine, Texas

DATE _____

INSPECTIONS

Site Inspection (Prior to issuing permit)

Date First Conducted: _____

Date Approved: _____

Violation Noted (if any) _____

Re-inspection Date(s): _____

Foundation Inspection

Date First Conducted: _____

Date Approved: _____

Violation Noted (if any) _____

Re-inspection Date(s): _____

Final Inspection

Date First Conducted: _____

Construction completed on: _____

Violation Noted (if any) _____

Re-inspection Date(s): _____

To Be Filled Out by the Floodplain Administrator

Complaints Received During Construction

| Date Rec'd. | Date Inv. | Findings | Disposition |
|-------------|-----------|----------|-------------|
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Record Keeping

Elevation certificate attached/received on (date) _____

Notice of violations were sent certified mail on (date) _____

Permit Application and work have been completed and are in compliance.

Completed final inspection on (date) _____

File Closed on (date) _____

Additional Comments

To Be Filled Out by the Floodplain Administrator

VARIANCES / SPECIAL APPROVALS / SPECIAL REQUIREMENTS

| Department / Person Authorizing | Approval Needed | Person Approving | Date Approved |
|--|-------------------|-----------------------------------|----------------------|
| City of Devine | | | |
| Building Inspector | | | |
| Public Works | | | |
| City Engineer | | | |
| Planning & Zoning | | Majority of Commissioners Present | |
| City Council | | Majority of Aldermen Present | |
| (Other) | | | |
| City of Devine Permits | Permit No. | Comments | Date Issued |
| Building Permit | | | |
| Electrical Permit | | | |
| Plumbing Permit | | | |
| Excavation Permit | | | |
| Other: | | | |
| Medina County Permits | Permit No. | Comments | Date Issued |
| Medina County Health & Sanitation Department (Septic Tank) | | | |
| Medina County Groundwater Conservation Commission (Water Well) | | | |
| Other Documents/Permits/Licenses | Permit No. | Comments | Date Received |
| TDSHS (Asbestos Survey; etc.) | | | |
| TCEQ (Dam Safety Program) | | | |
| TPWD (Sand & Gravel Oper.) | | | |
| TxDOT | | | |
| USACE (Wetlands Permit-404) | | | |
| US Fish & Wildlife | | | |
| Nat'l. Hwy Admin. | | | |
| NRCS | | | |
| EPA | | | |
| Notes / Comments: | | | |
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Dear Applicant,

A Review of the application that you submitted on _____ for proposed development at _____ has been conducted, and it has been determined that additional information is required to determine compliance with applicable laws and regulations pertaining to your proposed development. Please submit the information indicated below so that the review of your application can be completed. Should you have any questions, please contact the Floodplain Administrator at (830) 663-2804. Thank you for your attention to this matter.

Additional Information Required

The applicant must provide 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 and details of enclosures below the first floor.

Also include: _____

Subdivision or other development plans (If the subdivision or other development exceeds 50 lots or 5 acres, whichever is the lesser, the applicant must provide 100-year (1 %) 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).

Floodproofing protection level (non-residential only) _____ Ft. NGVD (MSL).
For floodproofed 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 (1%) flood. A copy of all data and calculations supporting this finding must also be submitted.

Other: _____

