



**CITY OF BRENHAM
FLOODPLAIN DEVELOPMENT
PERMIT APPLICATION**

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

1. No work of any kind 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 and/or Occupancy is issued.
5. The permit will expire if no work or construction is commenced within six (6) months of issuance, or if construction or work is abandoned for a period of six (6) months at any time after work is commenced.
6. Applicant is hereby informed that other permits may be required to fulfill local, state, and federal regulatory requirements. Separate permits are required for building, electrical, plumbing, heating, ventilation or air conditioning.
7. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.
8. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law relating to construction, nor does it give authorization or approval to encroach on any easement or property or violate any deed restrictions.
9. The City of Brenham shall never be liable for any damage or loss by reason of the issuance hereof.
10. Each holder and other persons acting under authority of this permit are personally responsible for compliance with all the above provisions and assume the entire risks incidental to the work being permitted.
11. Applicant hereby gives consent to the Local Administrator or his/her representative to make reasonable inspections required to verify compliance.
12. THE APPLICANT, CERTIFY THAT ALL STATEMENTS HEREIN AND IN ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE.

APPLICANT'S SIGNATURE _____ DATE _____

APPLICANT'S NAME (In Print) _____

SECTION 2: Proposed Development (To be completed by APPLICANT)

OWNER INFORMATION: _____

STREET ADDRESS: _____ CITY _____ STATE: _____ ZIP: _____

PHONE NUMBER: _____ EMAIL: _____

ENGINEER INFORMATION: _____

STREET ADDRESS: _____ CITY _____ STATE: _____ ZIP: _____

PHONE NUMBER: _____ EMAIL: _____

ARCHITECT INFORMATION: _____

STREET ADDRESS: _____ CITY _____ STATE: _____ ZIP: _____

PHONE NUMBER: _____ EMAIL: _____

CONTRACTOR INFORMATION: _____

STREET ADDRESS: _____ CITY _____ STATE: _____ ZIP: _____

PHONE NUMBER: _____ EMAIL: _____

PROJECT LOCATION:

To avoid delay in processing the application, please provide enough information to easily identify the project location. Include an area map with the project location identified.

Project Title: _____

Project Address: _____

Subdivision (If applicable): _____ Legal Description: _____

Lot No.: _____ Block: _____ Tract: _____

DESCRIPTION OF WORK (Check all applicable boxes):

A. STRUCTURE TYPE

ACTIVITY

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

STRUCTURE TYPE

- Residential (Single Family)
- Residential (Duplex)
- Residential (Multi-Family)
- Non-Residential
- Floodproofing
- Combined Use (Residential & Commercial)
- Manufactured Home (Single Lot)
- Manufactured Home (Manufactured Home Park)

ESTIMATED COST OF PROJECT \$ _____

B. OTHER DEVELOPMENT ACTIVITIES

- Clearing Filling Mining Drilling Grading
- Excavation (Except for Structural Development Checked Above)
- Watercourse Alteration (Including Dredging and Channel Modifications)
- Drainage Improvements (Including Culvert Work)
- Road, Street, or Bridge Construction
- Subdivision (New or Expansion)
- Utility Extensions (Water, Sanitary, and Gas)
- Individual Water or Sewer System (If allowed by Ordinance)
- Other (Please Specify) _____

DESCRIPTION: _____

FLOODPLAIN DETERMINATION

SECTION 3: Floodplain Determination (To be completed by the **Local Administrator)**

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 partially located in the Special Flood Hazard Area, but building/development is NOT.
- Is located in a Special Flood Hazard Area
 FIRM Zone designation is _____.
 "100-Year" flood elevation at the site is: _____ ft. NGVD (MSL)
 Unavailable
- Is located in the floodway.
 FBFM Panel No. _____ Dated: _____
 (If different from the FIRM panel and date)
- See Section 4 for additional instructions.

SIGNATURE: _____ 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 floodproofing 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 development exceeds 50 lots or 5 acres, whichever is lesser, the applicant must provide “100-year” flood elevations if they are not otherwise available.
 - Plans showing extent of watercourse relocation and/or landform alterations.
 - Change in water elevation (in feet) _____
 - Meets ordinance limits on elevation increases
 - YES NO
 - Top of new compacted 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” flood. A copy of all data and hydraulic/hydrologic calculations supporting this finding must also be submitted.
 - Plan and certifications addressing mitigation of fill.
 - Other: _____
-

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

I have determined that the proposed activity: A. Is
 B. Is not

In conformance with provisions of Code of Ordinance Chapter 38. The permit is issued subject to the conditions attached to and made part of this permit.

SIGNATURE: _____ DATE: _____

If Box A is checked, the Local Administrator may issue a Development Permit upon payment of designated fee.

If Box B is checked, the Local Administrator will provide a written summary of deficiencies. Applicant may revise and resubmit an application to the Local Administrator or may request a hearing from Board of Appeals.

APPEALS: Appealed to Board of Appeals? Yes No

Hearing Date: _____

Appeals Board Decision – Approved? Yes No

Reasons/Conditions: _____

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

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

Complete 1 and 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 floodproofing protection is _____ ft. NDVG (MSL).
3. Actual (As-Built) Fill Mitigation.

SECTION 7: COMPLIANCE ACTION (To be completed by **LOCAL ADMISTRATOR**)

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

INSPECTIONS	DATE: _____	BY: _____	DEFICIENCIES? <input type="checkbox"/> Yes	<input type="checkbox"/> No
	DATE: _____	BY: _____	DEFICIENCIES? <input type="checkbox"/> Yes	<input type="checkbox"/> No
	DATE: _____	BY: _____	DEFICIENCIES? <input type="checkbox"/> Yes	<input type="checkbox"/> No

SECTION 8: CERTIFCATE OF COMPLIANCE (To be completed by **LOCAL ADMINISTRATOR**)

Certificate of Compliance issued: DATE: _____ BY: _____

OFFICIAL USE ONLY

DRAINAGE BASIN: _____ TOTAL ACREAGE OF SITE: _____ acres

PROJECT ACREAGE (Area of Site being developed for Impact Fees): _____ acres

FLOODPLAIN REVIEW FEE \$ _____

TOTAL AMOUNT DUE \$ _____

SIGNATURE: _____ DATE: _____

BUILDING OFFICIAL OR CITY ENGINEER

CITY COMMENTS: _____
