



# FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

(Rev. 08/10)

## SECTION 1: GENERAL PROVISIONS

1. No work of any kind may begin until permit is issued.
2. The permit may be revoked if any false statements are made within.
3. If revoked, all work must cease until permit is re-issued.
4. Development shall not be used and/or occupied until a Certificate of Occupancy is issued or construction has been accepted by the City of Cedar Park.
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 (refer to Exhibit A).
7. Applicant hereby gives consent to the City of Cedar Park Floodplain Administrator or his/her representative to make reasonable inspections required to verify compliance.

## SECTION 2: PROPOSED DEVELOPMENT INFORMATION (to be completed by Applicant)

NAME	COMPANY	ADDRESS	TELEPHONE	EMAIL
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Applicant

Builder

Engineer

PROJECT LOCATION: To avoid a delay in processing of the application, please provide enough information to easily identify the project location. Provide the street address, lot number or legal description, and/or the distance to the nearest intersecting road or well-known landmark. A sketch of the project location is strongly recommended.

### DESCRIPTION OF WORK (check all applicable boxes):

#### A. Structural Development

Activity

- New Structure
- Addition
- Alteration
- Relocation
- Demolition

Structure Type

- Residential (Single Family)
- Non-Residential (Includes Multi-Family)
- Combined Use
- Manufactured Home

Estimated Cost of Project: \$ \_\_\_\_\_

**B. Other Development Activities**

- Clearing
- Cut/Fill
- Mining
- Drilling
- Grading
- Excavation (except for structural development above)
- Watercourse Alteration (including dredging and channel modifications)
- Drainage Improvements (including culverts)
- Road, Street, or Bridge Construction
- Subdivision – Acreage? \_\_\_\_\_ ac.
- Utility Improvement
- Other (specify) \_\_\_\_\_

**SECTION 3: FLOODPLAIN INFORMATION (to be completed by the Applicant)**

The proposed development is located on FIRM Panel No. \_\_\_\_\_, Dated \_\_\_\_\_.

The Proposed Development:

- Is NOT located in a Special Flood Hazard Area (no application required).
- Is partially located in the SFHA but building/development is NOT.
- Is located in a SFHA.
  - FIRM Zone Designation is \_\_\_\_\_.
  - BFE at the site is \_\_\_\_\_ ft. NAVD88 (MSL)
- Is located in the floodway.
  - See section 4 for additional instructions.

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Authorized Signature

Date

**SECTION 4: ADDITIONAL INFORMATION REQUIRED (To be completed by Local Floodplain Administrator). The applicant must submit the following documents which are applicable to the development before the application will be processed.**

- A site plan showing the location of all existing structures, water bodies, adjacent roadways, lot dimensions, utilities, and proposed development improvements.
- Development plans, drawn to scale, and specification, 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 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 5 acres, 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.
- Change in water surface elevation (in feet)
  - Meets Ordinance limits on elevation increases? ( Yes / No )
- Floodproofing protection level (non-residential only) \_\_\_\_\_ ft. NAVD88 (MSL). For floodproofed structures, applicants must attach certification from registered engineer or architect. Please note that for floodproofing of non-residential structures,

NFIP requirements will require that insurance companies subtract 1' from the floodproofed elevation to determine if the structure is properly floodproofed to the BFE.

- Certification from a registered engineer that the proposed activity within a SFHA with Base Flood Elevations established (Zone AE, etc.) but outside the Floodway will not result in an increase of more than 1 ft. to the Base Flood Elevation (BFE). A copy of all data and hydraulic/hydrologic calculations supporting this finding must also be submitted. Additionally, supporting data must ensure that there will be no adverse impacts to any adjacent properties (both upstream and downstream) of the proposed development without documented landowner approval.
- Certification from a registered engineer that the proposed activity within a SFHA with both Base Flood Elevations and Floodway (no proposed encroachment into the Floodway) established will not adversely affect any adjacent properties (both upstream and downstream) without documented landowner approval. A copy of all data and hydraulic/hydrologic calculations supporting this finding must also be submitted.
- Certification from a registered engineer that the proposed activity in a regulatory floodway will not result in any increase in height of the Base Flood Elevation (BFE). A copy of all data and hydraulic/hydrologic calculations supporting this finding must also be submitted.
- Other: \_\_\_\_\_

**SECTION 5: PERMIT DETERMINATION (To be completed by the Local Floodplain Administrator).**

I have reviewed the information provided and the proposed activity DOES / DOES NOT comply with all applicable codes of the City of Cedar Park. The permit is issued subject to the condition attached hereto and made part of this permit.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

PERMIT # \_\_\_\_\_

**SECTION 6: AS-BUILT ELEVATIONS (To be submitted by Applicant prior to CO issuance).**

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 licensed land surveyor (or attach a certification to this application). Complete the following:

- o Actual (as-built) elevation of the top of the lowest floor, including basement, is: \_\_\_\_\_ ft. NAVD88 (MSL).
- o Actual (as-built) elevation of floodproofing protection is: \_\_\_\_\_ ft. NAVD88 (MSL).

**SECTION 7: COMPLIANCE ACTION (To be completed by Applicant prior to CO issuance).**

The Local Administrator will complete the following section (as required) based on visual inspections of the project to ensure compliance with the community's local law for flood damage prevention.

INSPECTIONS	DATE: _____	BY: _____	DEFICIENCIES? (YES/NO)
	DATE: _____	BY: _____	DEFICIENCIES? (YES/NO)
	DATE: _____	BY: _____	DEFICIENCIES? (YES/NO)

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SECTION 8: CERTIFICATE OF OCCUPANCY (To be completed by Local Floodplain Administrator or Building Inspections Department)**

Certificate of Occupancy Issued:

Date: \_\_\_\_\_ BY: \_\_\_\_\_

## **EXHIBIT A – Additional Regulating Entities**

Floodplain managers should verify that all required permits are obtained for work in the floodplain **prior** to issuing a floodplain development permit. The permitting agencies below regulate land and water development activities. They include but are not limited to:

### **\_\_\_ Texas Commission on Environmental Quality**

TCEQ Permits organized by business type:

[http://www.tceq.state.tx.us/nav/permits/business\\_types/type\\_s.html](http://www.tceq.state.tx.us/nav/permits/business_types/type_s.html)

TCEQ Small Business and Local Government Assistance:

<http://www.tceq.state.tx.us/assistance/sblga/sblga.html>

800-447-2827

### **\_\_\_ United States Army Corps of Engineers**

Fort Worth District

<http://www.swf.usace.army.mil/pubdata/environ/regulatory/permittingoverview.asp>

817-886-1731

Galveston District

<http://www.swg.usace.army.mil/reg/permits.asp>

409-766-3930

**\_\_\_ Additional federal agencies including: United States Fish and Wildlife Service, Environmental Protection Agency, and the United States Coast Guard**

### **\_\_\_ Texas Parks and Wildlife Department**

[http://www.tpwd.state.tx.us/faq/landwater/sand\\_gravel/](http://www.tpwd.state.tx.us/faq/landwater/sand_gravel/)

512-389-4639

### **\_\_\_ General Land Office**

Information on dunes

[www.glo.state.tx.us](http://www.glo.state.tx.us)

800-998-4GLO (4456) or 512-463-5001

### **\_\_\_ Texas Department of Transportation**

Access permits for driveways through TxDOT right-of-way.

Also, consider asking the TxDOT area office to provide you with access permit site locations as a way of tracking floodplain development.

**\_\_\_ Additional local and regional permitting agencies including river authorities.**