

APPLICATION # _____

**GILLESPIE COUNTY ENGINEERING DEPARTMENT
DEVELOPMENT PERMIT APPLICATION**



PROPOSED DEVELOPMENT

Property ID/Address: _____

Applicant Mailing Address: _____

Commissioner Precinct: _____

APPLICANT - Are you the property owner? ☐ Yes ☐ No If no, explain: _____

If the applicant is not the property owner, the applicant must attach evidence of the applicants right to install the improvements (recorded easement, etc.)

Name: _____ Phone: _____

Company: _____ Email: _____

CONTRACTOR

Name: _____ Phone: _____

Company: _____ Email: _____

ENGINEER

Name: _____ Phone: _____

Company: _____ Email: _____

This development permit application, along with all supporting documentation noted on the checklist provided by the Floodplain Administrator, must be submitted by the applicant to the Floodplain Administrator at floodplain@gillespiecounty.org or by hard copy submittal at the County Courthouse, 101 W. Main Street, Fredericksburg, Texas 78624. County acceptance of a completed development permit application does not constitute approval. Please refer to The Gillespie County Flood Damage Prevention Ordinance for more information on the permit review process and permitting requirements.

All property owners and occupants are strongly advised to obtain flood insurance, regardless of whether their structure is located within a designated flood zone. Standard property insurance policies typically do not cover flood-related damages. To learn more about your flood risk and explore coverage options, visit FloodSmart.gov to speak with a licensed insurance agent and obtain a quote.

Notice is hereby given that no person may divert or impound the natural flow of surface waters in a manner that damages the property of another by the overflow of the water diverted or impounded per Section 11.086 of the Texas Water Code. Claims of damages under Texas Water Code may be addressed through civil litigation between property owners.

ADOPTED PERMIT FEES

Permit fees must be paid at the time of application by personal check, cashiers check, or other method accepted by the County and made payable to Gillespie County. Payment may be hand delivered or mailed to the Gillespie County Courthouse to the attention of the Floodplain Administrator at 101 West Main Street, Fredericksburg, Texas 78624. Third party engineering review fees, if applicable, must be paid prior to permit approval.

If construction has started prior to approval of a development permit application, the applicant shall pay the calculated permit fee x 2.

Review Type	Fee
Administrative Fee	\$100
Third Party Review Fee	Actual cost

BEFORE SUBMITTING THIS APPLICATION, PLEASE MAKE SURE:

- 1. ALL CHECKLIST DOCUMENTS ARE SUBMITTED UNLESS THE FLOODPLAIN ADMINISTRATOR HAS PROVIDED APPROVAL TO OMIT CERTAIN SUBMITTAL ITEMS.**
- 2. THE ADMINISTRATIVE FEE WILL BE PAID AT TIME OF APPLICATION AND THE THIRD-PARTY REVIEW FEE WILL BE PAID PRIOR TO PERMIT APPROVAL.**
- 3. YOU HAVE REVIEWED THE ADOPTED FLOOD DAMAGE PREVENTION ORDINANCE.**

BY SIGNING THIS DOCUMENT, I HEREBY ACKNOWLEDGE THE FOLLOWING:

- Approval of these documents does not relieve the applicant from full compliance with the terms, provisions, and conditions of the Gillespie County Flood Damage Prevention Ordinance.
- Approval does not relieve the applicant from any requirements from outside agencies.
- Any development that is non-compliant with Gillespie County Flood Damage Prevention Ordinance, or constructed without an approved development permit, is subject to the penalties for non-compliance as stated in the Flood Damage Prevention Ordinance.
- This development permit expires as stated in the Gillespie County Flood Damage Prevention Ordinance.
- The Floodplain Administrator must be notified after construction is complete. Failure to notify the Floodplain Administrator, schedule a final inspection, or submit as-built documents/certifications is subject to the penalties for non-compliance as stated in the Flood Damage Prevention Ordinance.
- At completion of construction, all equipment, construction material, trash, and other debris shall be removed and the work area shall be restored to its pre-project conditions, including revegetation and stabilization of all disturbed areas at the applicant's cost.
- Maintenance of the development, drainage facilities, and other improvements constructed under the development permit shall be the responsibility of the applicant. If any facilities or improvements fail to function as designed, whether due to lack of maintenance or any other reason, the applicant shall be responsible for the design and construction costs to restore the system to its original specifications or an improved condition.

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- Development related to this development permit is subject to the Road Damage and Repair provisions described in the Subdivision Regulations.

I hereby confirm this application and all attached information is truthful, complete, sufficient, and in compliance with the Gillespie County Flood Damage Prevention Ordinance.

Applicant Signature

Date

FOR USE BY FLOODPLAIN ADMINISTRATOR

RECEIVED ON:

RECEIVED BY:

ACTION:

PERMIT #: _____

NOTES:



- ☐ Upon completion of construction, the developer's engineer shall provide a copy of the as-built plans and a signed and sealed plan conformance letter to the Floodplain Administrator verifying that the stormwater management facilities and other improvements, including grading, have been constructed in general conformance with the approved drainage study and construction documents and all areas disturbed by construction are revegetated or adequately stabilized.
- ☐ Upon completion of construction, the developer's engineer or surveyor shall provide a copy of the Elevation Certificate including certification of Section D based on the Finished Construction.
- ☐ Upon completion of construction, the developer's engineer or architect shall provide a copy of the Dry Floodproofing Certificate including certification of Section IV.
- ☐ A CLOMR has been approved by FEMA, grading and improvements approved as part of the scope of the CLOMR are approved with this permit. No permanent or vertical construction is permitted until the Floodplain Administrator has received notification from FEMA that a LOMR has been approved for the subdivision or development.