

# MADISON COUNTY FLOODPLAIN MANAGEMENT



101 West Main – Suite B-13  
Madisonville, TX 77864  
(936)348-3810 Fax (936)348-6614



## Madison County Floodplain Development Permit Application

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 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.
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 ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCUATE.

Applicant's Name: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner's Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Property Owner's Signature: \_\_\_\_\_ Date \_\_\_\_\_

### Section 2: Proposed Development (to be completed by APPLICANT)

Builder's Name: \_\_\_\_\_ Email: \_\_\_\_\_

Builder's Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Engineer's Name: \_\_\_\_\_ Email: \_\_\_\_\_

Engineer's Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Madison County Floodplain Administrator – Shelly K Butts, CFM, TEM – [shelly.butts@madisoncountytexas.org](mailto:shelly.butts@madisoncountytexas.org)

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## Project Location:

To avoid any 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), longitude/

latitude and, outside developed areas, the distance to the nearest intersecting road or well-known landmark. A sketch or site plan attached to this application showing the project location must be included.

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## Description of work (Check all that apply):

### A. Structural Development

<u>Activity</u>	<u>Structure Type</u>
<input type="checkbox"/> New Structure	<input type="checkbox"/> Residential (1-4 Family)
<input type="checkbox"/> Addition	<input type="checkbox"/> Residential (More than 4 Families)
<input type="checkbox"/> Alteration	<input type="checkbox"/> Non-Residential (Flood proofing? <input type="checkbox"/> Yes)
<input type="checkbox"/> Relocation	<input type="checkbox"/> Combined Use (Residential & Commercial)
<input type="checkbox"/> Demolition	<input type="checkbox"/> Manufactured (mobile) home (In manufactured
<input type="checkbox"/> Replacement	home park? <input type="checkbox"/> Yes)
<input type="checkbox"/> New well site	<input type="checkbox"/> Existing well site
<input type="checkbox"/> New pipeline	<input type="checkbox"/> Existing pipeline
<input type="checkbox"/> Change to well site or pipeline (Please attach explanation)	

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

### B. Other Development Activities

- ☐ Clearing ☐ Fill ☐ 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)  
☐ Individual Water or Sewer System  
☐ Other (Please specify) \_\_\_\_\_

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C. Other Permits (Please verify the status of other permits applied for)

\_\_\_ Electrical Permit Date Applied: \_\_\_\_\_ Approved: \_\_\_\_\_ N/A: \_\_\_\_\_  
\_\_\_ Septic Permit Date Applied: \_\_\_\_\_ Approved: \_\_\_\_\_ N/A: \_\_\_\_\_  
\_\_\_ US Fish and Wildlife Service Permit(s)  
Date Applied: \_\_\_\_\_ Approved: \_\_\_\_\_ N/A: \_\_\_\_\_  
\_\_\_ State Historic Preservation Office (SHPO)  
Date Applied: \_\_\_\_\_ Approved: \_\_\_\_\_ N/A: \_\_\_\_\_  
\_\_\_ Railroad Commission  
Date Applied: \_\_\_\_\_ Approved: \_\_\_\_\_ N/A: \_\_\_\_\_  
\_\_\_ Other Permit(s)  
Type: \_\_\_\_\_ Date Applied: \_\_\_\_\_ Approved: \_\_\_\_\_ N/A: \_\_\_\_\_  
Type: \_\_\_\_\_ Date Applied: \_\_\_\_\_ Approved: \_\_\_\_\_ N/A: \_\_\_\_\_  
Type: \_\_\_\_\_ Date Applied: \_\_\_\_\_ Approved: \_\_\_\_\_ N/A: \_\_\_\_\_

Copies of permits may be required as part of the application process. If permits are pending at the time of this application, applicant may email updates to be recorded with this original application until all permits show approved, not applicable, or not approved.

**Section 3: The applicant must submit the documents below or provide an explanation as to why they are not applicable for this application. The Floodplain Administrator will note any deficiencies in Section 4 below, which may cause delays in permit approval.**

\_\_\_ A site plan, drawn to scale, 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. Detailed alignment sheets are required for pipeline projects.

\_\_\_ Emergency plan for the construction phase of the project detailing materials storage/removal, equipment storage/removal, and personnel accountability/removal should a flood event happen during construction.

\_\_\_ 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" flood elevations if they are not otherwise available).

\_\_\_ Plans showing the extent of watercourse relocation and/or landform alterations.

\_\_\_ Change in water elevation (in feet) \_\_\_ Meets ordinance limits on elevation increases \_\_\_ Yes \_\_\_ No

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\_\_\_ Top of new compacted fill evaluation \_\_\_\_\_ Ft. NGVD (MSL).

\_\_\_ Flood proofing protection level (non-residential only) \_\_\_\_\_ ft. NGVD (MSL). For flood proofed structures, applicant must attach certification form 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.

\_\_\_ Engineering documentation related to hydrology study and/or elevation determination.

\_\_\_ Other: \_\_\_\_\_  
\_\_\_\_\_

## Section 4: Floodplain Determination (to be completed by the Administrator)

The proposed development is located on FIRM panel No. 481180 \_\_\_\_\_, Dated September 27, 1991.

The proposed Development:

\_\_\_ Is NOT located in a Special Flood Hazard Area. Applicant is hereby notified that the application review is complete and NO FLOODPLAIN DEVELOPMENT PERMIT IS REQUIRED. Although the development may not be in a FEMA-designated flood hazard area, it may still be subject to flooding and adequate measures should be taken to elevate or mitigate associated hazards.

\_\_\_ Is partially located in a SFHA, 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)

\_\_\_ Is located in the floodway.

FBFM Panel No. \_\_\_\_\_ Dated \_\_\_\_\_  
(If different from FIRM panel and date)

\_\_\_ Deficiencies or other documentation needed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Signed \_\_\_\_\_ Dated \_\_\_\_\_

County Engineer \_\_\_\_\_ reviewed on \_\_\_\_\_.

## Section 5: Permit Determination (to be completed by Local Administrator)

I have determined that the proposed activity A. \_\_\_\_ Is B. \_\_\_\_ Is not in conformance with provisions of Local Law approved 06/13/2011. The permit is issued subject to conditions attached to and made part of this permit.

Signed \_\_\_\_\_ Date \_\_\_\_\_

If box A is checked, the Local Administrator may issue a Development Permit.

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. Application # \_\_\_\_\_

Appeals:

Appealed to Board of Appeals? \_\_\_\_\_ Yes \_\_\_\_\_ No

Hearing date: \_\_\_\_\_

Appeals Board decision- Approved? \_\_\_\_\_ Yes \_\_\_\_\_ No

Reasons/ Conditions: \_\_\_\_\_

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## 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 (or attach a certification to this application). Complete 1 and 2 below.

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- 1.) Actual (as-built) Elevation of the top of the lowest floor, including basement (in Coastal High Hazard Areas, bottom of lowest horizontal structure member of the lowest floor, excluding piling(s) and columns) is: \_\_\_\_\_ ft. NGVD (MSL)
- 2.) Actual (as-built) Elevation of flood proofing protection is \_\_\_\_\_ ft. NGVD (MSL)

## 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 the community's local law for flood damage prevention.

Inspections: Date: \_\_\_\_\_ By: \_\_\_\_\_ Deficiencies? \_\_\_\_ Yes \_\_\_\_ No

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

Date: \_\_\_\_\_ By: \_\_\_\_\_ Deficiencies? \_\_\_\_ Yes \_\_\_\_ No

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

Date: \_\_\_\_\_ By: \_\_\_\_\_ Deficiencies? \_\_\_\_ Yes \_\_\_\_ No

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

## Section 8: Certificate of Compliance (to be completed by LOCAL ADMINISTRATOR)

Certification of Compliance issues: Date: \_\_\_\_\_ By: \_\_\_\_\_

*The flood hazard boundary maps and other flood data used by the Madison County Flood Administrator in evaluating flood hazards to proposed developments are considered reasonable and accurate for regulatory purposes and are based on the best information available. On rare occasions, greater floods can and will occur and flood heights may be increased by man-made or natural causes. Construction standards required by Madison County Floodplain Management Regulations are the minimum standards deemed necessary to minimize or eliminate flood damage; but reliance on these minimum standards shall not create liability on the part of the County of Madison, County Floodplain Administrator or any other officer or employee of the County of Madison in the event flooding or flood damage occurs.*