



**CITY OF HASLET  
FLOODPLAIN DEVELOPMENT  
PERMIT APPLICATION**

City of Haslet  
101 Main St.  
Haslet, Texas 76052  
817-439-5931  
817-439-1606 (F)

**Date:** \_\_\_\_\_

**Property Information**

**Permit No.** \_\_\_\_\_

Address: \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_

FIRM Panel \_\_\_\_\_ Zone \_\_\_\_\_ Base Flood Elevation \_\_\_\_\_

**Property Owner Information**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: (    ) \_\_\_\_\_

Fax Number: (    ) \_\_\_\_\_

**Permit Required:** As required by the Federal Emergency Management Agency (FEMA) Code of Federal Regulations, National Flood Insurance Program, (NFIP) 44 CFR Part 60.3(a)(1), no work of any kind may begin in the Special Flood Hazard Area (SFHA) until a Floodplain Development Permit is issued. The permit shall be for all structures and for all development, including fill and other activities, as set forth in the Floodplain Ordinance. Examples of such activities include but are not limited to new construction, reconstruction, rebuilding, placement of manufactured homes, placement of small outbuildings, fences, walls, clearing of trees and other vegetation, placement of driveway culverts or bridges, long term storage of equipment and materials or any man-made change to improved or unimproved real estate such as dredging, drilling, excavation, filling, grading, logging, mining, or paving. The floodplain development permit requirement is intended to allow the City to monitor activities located in the SFHA to ensure the following:

- Base flood elevations do not significantly change as a result of development
- Buildings in floodways and floodplains are constructed and maintained properly
- Substantially damaged/improved buildings are brought into compliance with current floodplain regulations.

**Project Information**

Project Description (please be specific, attached pages if necessary):

**Section A: Structural Development (check all that apply)**

Type of Structure	Type of Structural Activity
<input type="checkbox"/> Residential (1 to 4 families)	<input type="checkbox"/> New Construction
<input type="checkbox"/> Residential ( more than 4 families)	<input type="checkbox"/> Demolition of Existing Structure
<input type="checkbox"/> Combined Use (Residential and Non-Residential)	<input type="checkbox"/> Replacement of Existing Structure
<input type="checkbox"/> Non-Residential <ul style="list-style-type: none"> <li>○ Elevated</li> <li>○ Floodproofed (attached certification)</li> </ul>	<input type="checkbox"/> Addition to Existing Structure <ul style="list-style-type: none"> <li>○ If the value of an addition or alteration to a structure equals or exceeds 50% of the value of the structure before the addition the entire structure must be treated as a substantially improved structure.</li> </ul>
<input type="checkbox"/> Manufactured Home <ul style="list-style-type: none"> <li>○ Located on individual lot</li> <li>○ Located in manufactured home park</li> </ul>	<input type="checkbox"/> Alteration to Existing Structure <ul style="list-style-type: none"> <li>○ If the value of an alteration to a structure equals or exceeds 50% of the value of the structure before the addition or alteration, the entire structure must be treated as a substantially improved structure.</li> </ul>

<b>Section B: Other Development Activities (check all that apply)</b>	
<input type="checkbox"/> Clearing of trees, vegetation, or debris	<input type="checkbox"/> Grading/Excavation
<input type="checkbox"/> Connection to public utilities or services	<input type="checkbox"/> Mining
<input type="checkbox"/> Drainage Improvements	<input type="checkbox"/> Paving
<input type="checkbox"/> Dredging	<input type="checkbox"/> Roadway or Bridge Construction
<input type="checkbox"/> Drilling	<input type="checkbox"/> Placement of Fill Material
<input type="checkbox"/> Fence or Wall Construction	<input type="checkbox"/> Other (specify): _____

**Application must be submitted with the following**

<p>Construction plans sealed by a licensed professional engineer in the State of Texas showing:</p> <ul style="list-style-type: none"> <li>• The nature, location, dimensions and elevations of the area in question, including the location of the property with reference to river and stream channels, floodplain and floodway.</li> <li>• Existing and proposed structures and/or development</li> <li>• Fill and excavation details</li> <li>• Storage of materials</li> <li>• Location of drainage facilities</li> <li>• Elevation (in relation to mean sea level) of the bottom floor of all structures (including basements or crawl spaces)</li> <li>• Engineering details and description of the extent to which any watercourse will be altered or relocated as a result of proposed development</li> <li>• If applicable, elevation (in relation to mean sea level) to which any structure will be flood proofed</li> <li>• Extent of foundation walls and footings below finished grade</li> <li>• Size and location of all flood openings/vents</li> <li>• Elevations of all mechanical, electrical, plumbing, and ducting</li> </ul>
Supporting hydraulic calculations, reports, etc., used as a basis for the proposed improvements.
Copies of environmental permits from federal or state agencies, if applicable, and evidence of notification of the adjacent communities and FEMA of any alteration or relocation of watercourses
Application Fee

**Certifications**

During the occurrence of a 1%-annual chance flood will the proposed development:	YES	NO	INFORMATION NOT AVAILABLE
Reduce the capacity of channels, floodways, or watercourse in the floodplain area			
Increase (>+0.1') water surface elevations within the floodplain			
Increase (>1.0') water surface elevations within the floodway			
Increase (>5%) velocities of flood waters			

**Note: Application for a Floodplain Development Permit (FDP) is a SEPARATE Process from the Building Permit application process. The FDP is a prerequisite for application to the Building Department for all development in the Special Flood Hazard Area.**

**Review:** Upon receipt of a completed Floodplain Development Permit Application the Floodplain Administrator shall review the application and grant or deny the requested development permit, in accordance with the provisions of the Floodplain Ordinance and current FEMA NFIP rules and regulations.

**Notice To Applicant, Issuance Of Permit:** After a decision has been rendered, the Floodplain Administrator shall return one copy of the application and decision, including any special permit conditions that apply, after having marked such copy either as approved or denied and attested to the same by signing such copy. One copy of the completed application, decision and special conditions shall be retained by the Floodplain Administrator.

**Expiration and Revocation of Floodplain Development Permit:** A Floodplain Development Permit shall be subject to expiration and/or revocation by the Floodplain Administrator under the following circumstances:

- The owner deviates from the original application in any way other than change of ownership.
- Work has not started within 180 days of permit approval or if work is suspended for 180 days. (Extensions may be granted by the Floodplain Administrator but must be obtained within one year of the date of issue.)

**Document retention:** In accordance with NFIP regulations, State Building Code, and the Floodplain Ordinance, documentation related to this application must be retained. Specifically, all records including but not limited to Floodplain Development Permits, elevation certificates, engineering certificates, and plot maps must be permanently retained by the City for public inspection at City Hall.

*Applicant hereby acknowledges and agrees that the work as described herein shall conform to the City of Haslet construction standards and plan specifications.*

Applicant Name \_\_\_\_\_  
(Print name)

Applicant signature \_\_\_\_\_

**OFFICE USE ONLY**

Permit Fee: _____	<b>Comments:</b>	Approved by: _____ Date: _____ Expires: _____
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