



FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

City of Richmond Texas Floodplain Development Provisions

GENERAL PROVISIONS (APPLICANT TO READ AND SIGN):

FLOODPLAIN ORDINANCE REFERENCE: COR ORD [2014-07](#) – Flood Damage Prevention Ordinance

FLOODPLAIN DESIGNATIONS: Floodplain Designations for the community's floodplain management ordinance are based on maps provided by the Federal Emergency Management Agency (FEMA) Floodplain Boundaries shown on the Flood Insurance Rate Maps (FIRM) are provided by FEMA to identify the 100-year floodplain. The boundaries do not necessarily guarantee that areas outside the 100-year floodplain will not flood. [April 2, 2014 Maps](#)

DEVELOPMENT PERMIT EXEMPTION CERTIFICATE: This exemption certificate will be issued for proposed development that is **not** located within the 100-year floodplain identified by FEMA on the FIRM.

FLOODPLAIN DEVELOPMENT PERMIT: This permit certificate will be issued for proposed development that is located within a special flood hazard area and meets the development requirements of the community's Floodplain Management Regulations.

- No work may start until a Development Permit is issued.
- The Development Permit may be revoked if any false statements are made on the application.
- If revoked, all work must cease until the Development Permit is reissued.
- Development shall not be used or occupied until a Certificate of Compliance and/or a Certificate of Occupancy is issued.
- The permit is valid for one year from date of issue and shall be reviewed if work is not completed within that year.
- Applicant hereby gives consent to the Floodplain Administrator or designee to make reasonable inspections required to verify compliance.
- Applicant hereby agrees to furnish an elevation certificate, if required within 10 business days of completion of the foundation.

The Floodplain Development Permit applies to the community's floodplain management regulations only. Other Federal, State, County, City, Local, or other permits may be required. The Floodplain Development Permit and Exemptions do not exempt the applicant from deed restrictions, subdivision regulations, or other covenants regarding real estate. Applicant is responsible for investigation of such information.

Remember, our community is a participant in the National Flood Insurance Program, and flood insurance is available to every citizen, even renters.

I, the APPLICANT, certify that I have read the General Provisions for Floodplain Development and that I understand if I do not abide by them, I may be punished by fine and/or imprisonment, as provided for by law.

APPLICANT'S NAME: PRINTED:

APPLICANT'S ADDRESS:

APPLICANT'S SIGNATURE:

DATE:

CITY OF RICHMOND BUILDING DEPARTMENT
 600 MORTON STREET * RICHMOND, TEXAS 77469
 PHONE 281-232-6871 * FAX 281-238-1215

PROPERTY (LAND) OWNER	Name:								
	Address:								
	City:				State:		Zip:		
	Home Telephone:								
	Other Telephone:								
	Fax Number:								
CONTRACTOR	Company:								
	Contact Name:								
	Address:								
	City:				State:		Zip:		
	Main Telephone Number:								
	Contact Person Telephone Number:								
	Other Contact Information:								
SITE	Address:								
	Subdivision:		Section	Block	Lot	Other:			
	Legal Description:								
	Directions or Other Site Information:								
	Ground Elevation (MSL):				Base Flood Elevation (BFE):				
	↓Check All that Apply↓								
Type of Development	NEW	REPAIR	REMODEL	ADDITION	FILL	GRADING	LANDSCAPING	NATURAL EROSION REPAIR	
	RESIDENTIAL		COMMERCIAL		AGRICULTURAL		OTHER:		
	HOME		MANUFACTURED HOME			OTHER:			
	BUSINESS		NAME:				TYPE:		
	FOUNDATION TYPE:								
	DRINKING WATER SOURCE:			City	Private Well	None	OTHER:		
	SEWAGE:	CITY	SEPTIC	OTHER:					
	Brief Description of Work:								
	Costs	Land Improvement Cost:				Appraised Land Value (before):			
		Structural Improvement Cost:				Existing Structural Value:			

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Time Frame	Date to Begin Work:	
	Date For Foundation to be Completed:	
	Estimated Date of Completion:	
Signature	I certify that the information shown on this application is accurate and true. I realize that I may need to provide more information and documentation. I understand that I am NOT to begin any work until this permit and all other applicable permits have been issued or I will be in violation of the community's regulations and be punished as provided for by law.	
	Applicant's Name Printed:	
	Applicant's Signature:	Date:

⇓ **To Be Filled Out By The Floodplain Administrator** ⇓

Floodplain Details	Community Number:		Panel Number:		Flood Zone:	
	FIRM BFE:	Regulated Floodway?		Freeboard Required By Community: +1.0 Foot		
	Substantial Improvement?		Elevation Required by Community:			
	Elevate To:		Top of the Bottom Floor	Bottom of the Lowest Structural Member	Other:	
	Elevation Certificate Required?			Flood Proofing Certificate Required?		
	Comments:					
Application Status	Date Received:		Date Denied		By:	
	Remarks:					
	Date Approved:			By:		
	Remarks:					
	Exception Certificate Issued-Date:			By:		
	Remarks:					
Inspection Record	Date:		Type:			
	Pass/Fail:	By:		Remarks:		
	Violation Notice Sent Date:		Cert. Mail #			
	Date:		Type:			
	Pass/Fail:	By:		Remarks:		
	Violation Notice Sent Date:		Cert. Mail #			
	Date:		Type:			
	Pass/Fail:	By:		Remarks:		
	Violation Notice Sent Date:		Cert. Mail #			
	Final Inspection Date:			By:		
Remarks:						

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Final Record	Elevation Certificate Received Date:		By:
	Violations/Failed Inspection Notices have been sent: Dates:		
	Certificate of Occupancy/Compliance Issued Date:		By:
	File Closed Date:	By:	
Comments			