

**Frio County Designated Representative**  
**2207 BI 35E Pearsall, Texas 78061**  
**(830) 505-7402**

**SEPTIC SYSTEM COMPLETE OR ADDITION PERMIT**  
**GUIDELINES FOR THE PROPERTY OWNER**

1. Obtain a Professional Engineer or Registered Sanitarian to design your particular system all systems are required to be designed. **NO PLASTIC OR FIBERGLASS SEPTIC SYSTEMS.**
2. Obtain a Professional Engineer to prepare a flood study as FEMA maps are not available for the unincorporated areas of Frio County.
3. Fill out the Frio County Floodplain Development Permit Application. (see page 3)
4. Attach verification of legal description such as a copy of: deed, plat map, survey, and other documentation containing legal description.
5. A set of plans showing property lines with the proposed septic system and all improvements i.e.: shall be prepared.
  - a.) Water well (existing or proposed);
  - b.) House;
  - c.) Utility Lines;
  - d.) Out buildings;
  - e.) Any easements;
  - f.) 100-year floodplain boundaries shall be clearly indicated on the site drawing
  - g.) the site drawing(s) shall also indicate if the 100-year floodplain does not exist within the tract.
6. All Installers shall be licensed by the State to install a septic system; all systems shall be installed by license Installer.
7. Have a licensed site evaluator perform a proper site evaluation.
8. Have Installer sign confirmation of site inspection.
9. Return above information to Frio County Road & Bridge Office to obtain permit. We will accept ORIGINAL designs only (no copies, fax or emails will be accepted).
10. Residential systems permit fee \$200.00.  
Commercial or \*Aerobic system permit fee \$450.00.  
\*Payment has to be made in either a money order or cashier's check.  
\*SEE ATTACHED LETTER

11. Construct septic system: Must be completed within 6 months.

- a.) Dig trenches or bed;
- b.) Set tank and water test (do not empty); and
- c.) lay gravel and set pipe (do not cover).

11. Call for inspection (**72 hr notice**) and obtain operator's license from inspector.

12. Cover system up for use.

**DESIGNATED REPRESENTATIVE**

**APPLICANT SIGNATURE**

---

---

The Frio County Flood Damage Prevention Ordinance dated May 23, 2016 requires a floodplain development permit for **all** development within the community.

**No** structure or land use shall be located, altered, or have its use changed without full compliance with the terms of this ordinance and other applicable regulations.

Any person who violates this court order or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$500 for each violation, and in addition shall pay all costs and expenses involved in the case.

A copy of the Frio County Flood Damage Prevention Ordinance dated May 23, 2016 will be provided upon request at no cost.

Requests for a copy of the Ordinance shall be made to the Frio County Emergency Management Coordinator by calling: 830-326-3281, 830-317-3648 (cell) or by email: [frioemc@friocounty.org](mailto:frioemc@friocounty.org).



Texas Commission on Environmental Quality  
APPLICATION FOR ON-SITE SEWAGE FACILITY  
NEW CONSTRUCTION

TCEQ REGION NUMBER

COUNTY OF INSTALLATION

TCEQ USE ONLY
APPLICATION NO.
DATE RECEIVED
AMOUNT

1. PROPERTY OWNER'S NAME: \_\_\_\_\_  
(Last) (First) (Middle)
2. CURRENT MAILING ADDRESS: \_\_\_\_\_
3. HOME PHONE NO.: ( ) \_\_\_\_\_ OTHER or FAX NO.: ( ) \_\_\_\_\_
4. 911 SITE ADDRESS: \_\_\_\_\_
5. PROPERTY LEGAL DESCRIPTION: \_\_\_\_\_  
Acreage: \_\_\_\_\_ Plat Date: \_\_\_\_\_ Subdivision name (if applicable): \_\_\_\_\_  
*PLEASE ATTACH VERIFICATION OF LEGAL DESCRIPTION SUCH AS A COPY OF: DEED, PLAT MAP, SURVEY, OR OTHER DOCUMENTATION CONTAINING LEGAL DESCRIPTION*
6. DIRECTIONS TO SITE: \_\_\_\_\_
7. SOURCE OF WATER: ☐ Private Well ☐ Public Water Supply \_\_\_\_\_  
(Name of Supplier)
8. SINGLE FAMILY RESIDENCE: No. of Bedrooms: \_\_\_\_\_ Living Area (ft<sup>2</sup>): \_\_\_\_\_
9. COMMERCIAL/INSTITUTIONAL (other than single-family residence) TYPE: \_\_\_\_\_  
BUSINESS / INSTITUTION NAME: \_\_\_\_\_  
RESPONSIBLE OFFICIAL: \_\_\_\_\_ NO. OF EMPLOYEES/UNITS: \_\_\_\_\_
10. SITE EVALUATOR: \_\_\_\_\_ LICENSE NO. \_\_\_\_\_  
PHONE NO.: ( ) \_\_\_\_\_ OTHER or FAX NO.: ( ) \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_
11. INSTALLER: \_\_\_\_\_ LICENSE NO.: \_\_\_\_\_  
PHONE NO.: ( ) \_\_\_\_\_ OTHER or FAX NO.: ( ) \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

I certify that the above statements are true and correct to the best of my knowledge. Authorization is hereby given to the Texas Commission on Environmental Quality to enter upon the above described property for the purpose of soil/site evaluation and investigation of an on-site sewage facility.

SIGNATURE OF OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

This application may be executed in separate and multiple counterparts, which together shall constitute a single instrument. Any executed signature on this agreement may be transmitted by digital or electronic transmission, including but not limited to facsimile transmission and electronic mail. Any signature affixed to this application shall constitute an original signature for all purposes.



**Texas Commission on Environmental Quality**

**ON-SITE SEWAGE FACILITY  
TECHNICAL INFORMATION FOR PERMIT**

**PROFESSIONAL DESIGN REQUIRED?:** ☐ Yes ☐ No If yes, professional design attached: ☐ Yes ☐ No

Designer Name: \_\_\_\_\_ License Type and No. \_\_\_\_\_

Phone No. ( ) \_\_\_\_\_ Other or Fax No. ( ) \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**I. TYPE AND SIZE OF PIPING FROM: (EXAMPLE: 4" SCH 40 PVC)**

Stub out to treatment tank: \_\_\_\_\_

Treatment tank to disposal system: \_\_\_\_\_

**II. DAILY WASTEWATER USAGE RATE: Q= \_\_\_\_\_ (gallons/day)**

Water Saving Devices: ☐ Yes ☐ No

**III. TREATMENT UNIT(S):** ☐ Septic Tank ☐ Aerobic Unit

A. • Tank Dimensions: \_\_\_\_\_ • Liquid Depth (bottom of tank to outlet): \_\_\_\_\_

• Size Proposed: \_\_\_\_\_ (gal) • Manufacturer : \_\_\_\_\_

• Material/Model #: \_\_\_\_\_

• Pretreatment Tank : ☐ Yes SIZE : \_\_\_\_\_ (gal) ☐ No ☐ NA

• Pump/Lift Tank : ☐ Yes SIZE : \_\_\_\_\_ (gal) ☐ No ☐ NA

B. OTHER ☐ Yes ☐ No If yes, please attach description.

**IV. DISPOSAL SYSTEM:**

Disposal Type: \_\_\_\_\_

Manufacturer and Model: \_\_\_\_\_

Area Proposed : \_\_\_\_\_ square feet

**V. ADDITIONAL INFORMATION:**

**NOTE - THIS INFORMATION MUST BE ATTACHED FOR REVIEW TO BE COMPLETED.**

A. Soil/Site evaluation      B. Planning materials (If Applicable)

**DO NOT BEGIN CONSTRUCTION PRIOR TO OBTAINING AUTHORIZATION TO CONSTRUCT.  
UNAUTHORIZED CONSTRUCTION CAN RESULT IN CIVIL AND/OR ADMINISTRATIVE  
PENALTIES.**

**SIGNATURE OF INSTALLER OR DESIGNER: \_\_\_\_\_ DATE: \_\_\_\_\_**

*If you have questions on how to fill out this form or about the on-site sewage facility program, please contact us at your local regional office or at 512/239-3799. Individuals are entitled to request and review their personal information that the agency gathers on its forms. They may also have any errors in their information corrected. To review such information, contact us at 512/239-3282.*

This application may be executed in separate and multiple counterparts, which together shall constitute a single instrument. Any executed signature on this agreement may be transmitted by digital or electronic transmission, including but not limited to facsimile transmission and electronic mail. Any signature affixed to this application shall constitute an original signature for all purposes.

# OSSF SOIL EVALUATION FORM

Owner's Name \_\_\_\_\_

Physical Address \_\_\_\_\_

Name of Site Evaluator \_\_\_\_\_ Registration Number \_\_\_\_\_

Date Performed \_\_\_\_\_ Proposed Excavation Depth \_\_\_\_\_

- At least two soil evaluations must be performed on the site, at opposite ends of the proposed disposal area. Please show the results of each soil evaluation on a separate table. Locations of soil evaluations must be shown on the site drawing.
- For subsurface disposal, soil evaluations must be performed to a depth of at least 2 ft below the proposed excavation depth. For surface disposal, the surface horizon must be evaluated.
- Please describe each soil horizon and identify any restrictive features in the space provided below. Draw lines at the appropriate depths.

Soil Boring Number _____					
Depth (ft)	Textural Class	Structure (if applicable)	Drainage Mottles / Water Table	Restrictive Horizon	Comments
0					
1					
2					
3					
4					
5					
6					
7					

I certify that the above statements are true and are based on my own field observations.

\_\_\_\_\_  
(Signature of Site Evaluator)

\_\_\_\_\_  
(Phone Number)





## Floodplain Development Permit Application For FRIO COUNTY

This is an application packet for a Floodplain Development Permit. Certain sections are to be completed by the Applicant, and certain sections are to be completed by the local Floodplain Administrator (FPA).

The National Flood Insurance Program (NFIP) provides flood insurance to individuals at much lower premiums than could otherwise be purchased through private insurers, and makes certain federal monies available to local communities. In order for citizens to be eligible for the national flood insurance rates, or for communities to receive certain kinds of federal monies, the community must agree to meet minimum floodplain standards. This application packet is a tool to ensure that the minimum standards are met.

In a participating NFIP community, flood insurance policies can be purchased from any local insurance agent at the national rate. Even though the policy may be issued as if it were coming from the insurance company you deal with, it is actually a Federal NFIP policy printed on the insurance agency's letterhead. The rates are determined by the flood risk zone in which you live and by the elevation of the lowest floor of your home, not by the insurance company, and should be the same regardless of which agent or agency sells you the insurance.

You may buy flood insurance for your own peace of mind, you may be required to buy it before a lending institution will make or refinance a loan, or you may not be buying flood insurance at all. Whatever the case, if the property which you propose to develop is located within a "Special Flood Hazard Area" on a flood map issued by the Federal Emergency Management Agency (FEMA), you **MUST** obtain a Floodplain Development Permit prior to beginning the project. This is a requirement of the local Flood Damage Prevention Ordinance of your community, and there are penalties for failing to do so.

Floodplain Development Permits are ONLY required for developments in areas designated as "Special Flood Hazard Areas" of FEMA-issued flood maps. Flood maps can be reviewed at the office of your local FPA, or online at the FEMA website ([www.FEMA.gov](http://www.FEMA.gov)).

**HOWEVER** FEMA has not yet issued flood maps for Frio County, therefore 44 CFR Sec. 60.3(a) states the community must require permits **for all** proposed construction or other development in the community, including the placement of manufactured homes, so that it may determine whether such construction or other development proposed is within flood-prone areas.

TAC Rule 285.30 requires a Professional Engineer prepare a flood study for OSSF/Septic Systems when FEMA Flood Maps are not available. The 100 year flood boundaries shall be clearly indicated on the site drawing. The drawing shall also indicate if the 100 year floodplain does not exist within the tract.

If you are proposing a development of any kind (constructing a new building, adding on to an existing building, clearing land, placing fill, grading land, mining, dredging, drilling, etc...) in a floodplain, you **MUST** submit Section I of this application for a Floodplain Development Permit to your local FPA. Depending upon the type of development you are proposing, additional forms **may** be required. For example, all new buildings in a Special Flood Hazard Area require an Elevation Certificate to document that the lowest floor of the building is elevated to a certain height relative to the anticipated flood crest of the "base flood" event. The Elevation Certificate and other forms are provided in this application packet, **but should only be completed if they are required by the FPA for the proposed development.**

Typically, the Applicant completes Section I and II of this packet and submits the information to the local FPA. The FPA reviews the submission and determines whether or not additional information is needed. If it is, the FPA will request the additional information from the Applicant. Once all required materials have been submitted, the FPA will make a permitting decision and either issue or deny the requested Floodplain Development Permit. (Denied permits may be appealed per the provisions of the local Flood Damage Prevention Ordinance.)

The Applicant should understand that a Floodplain development Permit is only a permit to complete the proposed development. It is a permit to, for example, build a house, construct a baseball field, install a drainage ditch or septic system or grade a parcel of land. Before the house can actually be occupied, or the developed land used, a Compliance Certificate must be issued by the local FPA. The FPA will perform an inspection after the project is completed, or perhaps several inspections throughout the progress of the project, to make sure that the development is compliant with the requirements of the local Flood Damage Prevention Ordinance. Once the Compliance Certificate has been issued, the process has been completed.

This page intentionally left blank





## FRIO COUNTY FLOODPLAIN PERMIT APPLICATION

### INSTRUCTIONS FOR COMPLETION

#### SECTION I

##### General Information

Self-explanatory. Note items 4, 7 and 8 under this heading.

Signature

Sign your name, and date the application.

#### SECTION II

##### Proposed Development

APPLICANT:

List the contact information for the owner(s) of the property where development is proposed. All owners of the property must sign the application.

BUILDER:

List the builder contact information. If application is for an OSSF list the installer contact information.

ENGINEER:

List the engineer contact information. (an application for an OSSF must have an engineer listed)

PROJECT LOCATION:

Provide the street address, block and lot number or attach the legal description of the property and the distance to the nearest intersecting roads or landmarks. Include plans in duplicate drawn to scale showing the location, dimensions, and elevation of the project, proposed landscape alterations, existing and proposed structures, including the placement of manufactured homes.

DESCRIPTION OF WORK:

Check the box(es) beside the type of development that is being proposed. Note that some types of activity require the estimated cost of the proposed project to be disclosed so the Floodplain Administrator (FPA) can determine whether or not the improvement is a "substantial improvement."

#### SECTION III

##### Floodplain Determination

The FPA will determine – for the sole purpose of administering the local Flood Damage Prevention Ordinance – the position of the proposed development relative to community floodplains and floodways. This determination is not binding at any lending institution or with any insurance agency, but is used to determine whether or not a Floodplain Development Permit and/or any other forms are required prior to commencing the proposed project. Section III requires a map and panel number(s), a listing of the flood source for the proposed development.

## **SECTION IV**

### **Additional Information**

Section IV contains checkboxes if additional documents are required for the FPA to make an informed permitting decision. If any of the additional documentation is required, the FPA is to notify the applicant, allow a reasonable length of time for submission of the documents, and then review all submissions to determine whether or not the permit will be issued.

The FPA will indicate whether or not the proposed development is conformance with the requirements of the local Flood Damage prevention ordinance, and whether or not the requested permit is issued. If the decision is to NOT issue the permit, the FPA will provide an explanation of the perceived deficiencies to the Applicant.

## **SECTION V**

### **Permit Determination**

The FPA will indicate whether or not the proposed development is conformant with the requirements of the local Flood Damage prevention ordinance, and whether or not the requested permit is issued. If the decision is to NOT issue the permit, the FPA will provide an explanation of the perceived deficiencies to the Applicant.

## **SECTION VI**

### **As Built Elevations**

A Professional Engineer or Licensed Land Surveyor will indicate the "As-Built" lowest floor elevation for structural developments.

## **SECTION VII**

### **Compliance Action**

The FPA will list any inspections that have been performed.

## **SECTION VIII**

### **Certificate of Compliance**

The FPA will issue the Certificate of Compliance to the Applicant if appropriate.

## **ADDITIONAL FORMS**

### **Forms**

Templates for forms that are or may be required are provided in this section.

## ADDITIONAL FORMS

### FORMS

#### Elevation Certificate

*Submit if required by the Floodplain Administrator*

#### Engineering No-Rise Certificate

*Submit if required by the Floodplain Administrator.*



[<<Prev Rule](#)[Next Rule>>](#)

# Texas Administrative Code

## TITLE 30

## ENVIRONMENTAL QUALITY

### PART 1

### TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

### CHAPTER 285

### ON-SITE SEWAGE FACILITIES

### SUBCHAPTER D

### PLANNING, CONSTRUCTION, AND INSTALLATION STANDARDS FOR OSSFS

#### RULE §285.30

#### Site Evaluation

(a) General Requirement. To document the soil and site conditions, a complete site evaluation shall be performed by either a site evaluator or a professional engineer on every tract of land where an OSSF will be installed. A report prepared by either the site evaluator or the professional engineer providing the site evaluation criteria in subsection (b) of this section shall be submitted with the planning materials.

(b) Site evaluation criteria. All aspects of the site evaluation shall be performed by either a site evaluator or a professional engineer according to this section. The information obtained during the site evaluation shall be used to determine the type and size of the OSSF.

(1) Soil analysis. The site evaluator or the professional engineer shall either drill two soil borings or excavate two backhoe pits at opposite ends of the proposed disposal area to determine the characteristics of the soil. In areas of high soil variability, the permitting authority may require additional borings or backhoe pits. The borings or backhoe pits shall either be excavated to a depth of two feet below the adopted excavation of the disposal area, or to a restrictive horizon, whichever is less. The location of all borings or backhoe pits shall be clearly indicated on the site drawing required in §285.5(a) of this title (relating to Submittal Requirements for Planning Materials).

(A) Soil texture analysis. A general texture analysis shall be performed to identify the classification of the soil. The different soils in each class are provided in §285.91(6) of this title (relating to Tables).

(i) Soil Class Ia. This class includes sandy textured soils that contain more than 30% gravel.

(ii) Soil Class Ib. This class includes sand and loamy sand soils that contain less than or equal to 30% gravel.

(iii) Soil Class II. This class includes sandy loam and loam soils.

(iv) Soil Class III. This class includes silt, silt loam, silty clay loam, clay loam, sandy clay loam, and sandy clay soils.

(v) Soil Class IV. This class includes silty clay and clay soils.

(B) Gravel analysis. Class II or Class III soils containing gravel shall be further evaluated by either a site evaluator or a professional engineer by using a sieve analysis to determine the percentage of gravel by volume and the size of the gravel as indicated in §285.91(5) of this title.

(C) Restrictive horizons analysis. The soils within the borings or backhoe pits shall be analyzed by either a site evaluator or a professional engineer to determine if a restrictive horizon exists. Clay subsoils, rock, and plugged laminar soils are considered restrictive horizons. Restrictive horizons are recognized by an abrupt change in texture from a sandy or loamy surface horizon to:

(i) a clayey subsoil which an auger will not penetrate; or

(ii) rock-like material which an auger will not penetrate.

(2) Groundwater evaluation. The soil profile shall be examined by either a site evaluator or a professional engineer to determine if there are indications of groundwater within 24 inches of the bottom of the excavation.

(A) If the designated representative and the site evaluator or the professional engineer disagree on the presence of groundwater, the designated representative shall verify groundwater information using the Natural Resources Conservation Service (NRCS) soil survey for that county, if it is available.

(B) If the designated representative or the site evaluator or the professional engineer disagree with the NRCS soil survey, or if an NRCS soil survey does not exist for that county, the owner has the option to retain a certified professional soil scientist to evaluate the presence of groundwater and present that information to the designated representative for a final decision.

(3) Surface drainage analysis.

(A) Topography. The slope of each tract of land where an OSSF will be installed, areas of poor drainage such as depressions, and areas of complex slope patterns where slopes are dissected by gullies and ravines shall be determined. All slope patterns shall be clearly indicated on the site drawing, as required in §285.5(a) of this title.

(B) Flood hazard. The 100-year floodplain for each tract of land where an OSSF will be installed shall be determined from either Federal Emergency Management Agency (FEMA) maps or from a flood study prepared by a professional engineer when FEMA maps are not available. The 100-year flood boundaries shall be clearly indicated on the site drawing, as required in §285.5(a) of this title. The drawing(s) shall also indicate if the 100-year floodplain does not exist within the tract.

(4) Separation requirements. All features in the area where the OSSF is to be installed that could be contaminated by the OSSF or could prevent the proper operation of the system shall be identified during the site evaluation. The separation requirements are in §285.91(10) of this title. All features and separation distances shall be clearly indicated on the site drawing, as required in §285.5(a) of this title.

---

**Source Note:** The provisions of this §285.30 adopted to be effective June 13, 2001, 26 TexReg 4115; amended to be effective December 17, 2001, 26 TexReg 10363; amended to be effective September 11, 2008, 33 TexReg 7536

[List of Titles](#)

[Back to List](#)

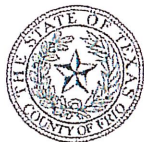
[HOME](#)

[TEXAS REGISTER](#)

[TEXAS ADMINISTRATIVE CODE](#)

[OPEN MEETINGS](#)





## FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

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

### **SECTION I: 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 is valid for one (1) year from date issued and will need to be renewed if work is not completed at that time.
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 ACCURATE.

(APPLICANT'S SIGNATURE) \_\_\_\_\_ DATE \_\_\_\_\_

### **SECTION II: Proposed Development (To be completed by APPLICANT)**

NAME

ADDRESS

TELEPHONE

\_\_\_\_\_  
APPLICANT

\_\_\_\_\_  
BUILDER

\_\_\_\_\_  
ENGINEER

#### **PROJECT LOCATION:**

To avoid 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) and the distance to the nearest intersecting road or well-known landmark. Also include plans in duplicate drawn to scale showing the location, dimensions, and elevation of the project, proposed landscape alterations, existing and proposed structures, including the placement of manufactured homes.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DESCRIPTION OF WORK (Check all applicable boxes):

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

A. STRUCTURAL DEVELOPMENT

ACTIVITY

- ☐ New Structure
- ☐ Addition
- ☐ Alteration
- ☐ Relocation
- ☐ Demolition
- ☐ Replacement

STRUCTURE TYPE

- ☐ Residential (1-4 Family)
- ☐ Residential (More than 4 Family)
- ☐ Non-residential (Flood proofing? ☐ Yes)
- ☐ Combined Use (Residential & Commercial)
- ☐ Manufactured (Mobile) Home (In Manufactured Home Park? ☐ Yes)

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 Modification)
- ☐ Drainage Improvements (Including Culvert Work)
- ☐ Road, Street or Bridge Construction
- ☐ Subdivision (New or Expansion)
- ☐ Individual Water or Sewer System
- ☐ Other (Please specify) \_\_\_\_\_

After completing SECTION II, APPLICANT should submit form to the Local Administrator for review.

**SECTION IV: Additional Information Required (To be completed by Local Administrator)**

The applicant must submit the documents checked below before the application can be processed:

- ☐ A site plan 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.  
Also, \_\_\_\_\_
- ☐ 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
- ☐ Top of new compacted fill elevation \_\_\_\_\_ ft. NGVD (MSL).
- ☐ Flood proofing protection level (non-residential only) \_\_\_\_\_ ft. NGVD (MSL). For flood proofed structures, applicant must attach certification from 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.
- ☒ Other: Flood study prepared by a Professional Engineer as required by TAC Rule 285.30