



**Jackson County Office of
Permitting, Inspection & Floodplain Administration**
411 N. Wells – Room 130-Edna, Texas 77957
Lori McLennan, CFM, DR – County Floodplain Administrator, Director of Permitting
Phone: 361-782-7552 / F: 361-782-0500 / email: l.mclennan@co.jackson.tx.us

PIPELINE PERMIT APPLICATION PACKET INSTRUCTIONS

In order to make sure all regulations for Commercial Development and proper Drainage are being complied with, in association with the Jackson County Flood Damage Prevention Ordinance which was signed into effect on February 25th 2013, the Jackson County Commissioners Court determined that it is important that Engineering Plans be reviewed for compliance with Federal, State and County Ordinances and requirements to minimize flood risk and reduce future flood damages and does abide by and follow all regulations under Title 2 Texas Water Code-Water Code Administration, General Provisions, and has adopted the Jackson County Drainage Ordinance on June 23rd, 2014.

On October 10th, 2017 Jackson County entered into agreement with **SCHEIBE CONSULTING** to perform Drainage Review for commercial structures, including pipelines, platforms, gas wells, or any other type of commercial development within the unincorporated areas of Jackson County. It has been determined to be in the best interests of Jackson County and its inhabitants that the following Drainage Plan Review Fees for Linear Petroleum/Industrial Pipeline Projects are:

- a) **\$2,000 for initial review of any petroleum or industrial pipeline project**
- b) **The initial review fee includes up to (2) rounds of reviews. The same fees for the initial review may apply for any major modifications to the original submittal.**
- c) **\$500 for the (3rd), and each subsequent review of plans and submittals.**

NOTE: An additional review charge will be levied in the event an additional review of Minor or Major Creek Crossings, Valve Structure and/or Letter of Map Revisions (LOMR) is necessary. The review charge for these additional activities will be in addition to the fee for the Linear Petroleum / Industrial Pipelines. **All above review fees are to be paid directly to SCHEIBE CONSULTING.** All communication for the initial review will be conducted between Scheibe Consulting and the applicant. Any email communications must also be copied to the Jackson County Permitting Office.

(1) WHAT DOCUMENTATION AND FEE IS REQUIRED TO SUBMIT TO SCHEIBE CONSULTING FIRM (CONSULTING ENGINEER FOR JACKSON COUNTY):

- a) Permit Application (Attached Pages 2 & 3)
- b) Locator Map / GPS Coordinates
- c) Plans/Profiles/Alignment Sheets
- d) Payment of \$2,000 made payable to Scheibe Consulting, LLC.
- e) Any other documentation required to complete review by Scheibe Consulting

Mailing Addresses and Contact Information for SCHEIBE CONSULTING:

Scheibe Consulting LLC. - Eric Scheibe President, P.E., CFM
PO Box 161357 – Austin Texas 78716
Office: 512-263-0418 / Cell: 713-859-5744
Email: escheibe@scheibeconsulting.com / Website: www.scheibeconsulting.com

(2) WHAT DOCUMENTATION AND FEE IS REQUIRED TO SUBMIT TO THE JACKSON COUNTY PERMITTING, INSPECTION AND FLOODPLAIN OFFICE?

- a) Permit Application & Agreement (Attached Pages 2 to 5)
- b) Permit filing fee of \$320.00 made payable to Jackson County Permitting (no credit cards accepted)
- c) Proof of payment made to Scheibe Consulting for the initial review fee of \$2,000
- d) Copies of all other documents as outlined above in (1) (b, c & e)

Mailing Address and Contact Information for the Jackson County Permitting Office is located at the top of this page

Any questions regarding the following application should be addressed to the Jackson County Permitting Office. Jackson County Permitting and Scheibe Consulting will attempt to process permit applications within a minimum of 60 business days after receipt of the above required information (See article number 6 on Page 3).



Jackson County Office of
Permitting, Inspection & Floodplain Administration

APPLICATION AND AGREEMENT FOR PIPELINE PERMIT

THE STATE OF TEXAS
COUNTY OF JACKSON

Date of Application: _____

I/We (hereinafter referred to as "Applicant")
does hereby make application to the Jackson County Office of Permitting, Inspection and Floodplain Administration (hereinafter referred to as
JCPIFA) to construct, maintain, and repair pipelines across the easements, ditches, public roads, streams, drainage ways, property or property
interest as described in this application.

BASIC INFORMATION (REQUIRED)

APPLICANT NAME: _____

COMPANY REPRESENTED: _____

PROJECT NAME: _____

DESCRIPTION OF PIPELINE PROJECT:

Gas/Liquid/Other		Length:		Diameter:	
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LIST TYPE OF PRODUCT FOR PIPELINE USE: _____

AFFILIATION WITH COMPANY REPRESENTED: _____

APPLICANT MAILING ADDRESS: _____

APPLICANT MAIN CONTACT NUMBER: _____

APPLICANT EMAIL ADDRESS: _____

GPS COORDINATES OF DEVELOPMENT SITE: _____

PROJECT EMERGENCY CONTACT INFORMATION

CONTACT NAME: _____

24/7 CONTACT NUMBER: _____

PROJECT ENGINEERING INFORMATION

ENGINEER FIRM NAME: _____

POINT OF CONTACT NAME: _____

POINT OF CONTACT NUMBER/EMAIL: _____

LICENSE/REGISTRATION NUMBER: _____

PROJECT INFORMATION

JACKSON COUNTY AND/OR DRAINAGE DISTRICT EASEMENTS, DITCHES, STREAMS, RIVERS, CREEKS TO BE CROSSED: (LIST ALL THAT APPLY)

PROJECT ORIGIN:

FINAL DESTINATION OF LINE:

I, the above named project engineer or project manager/developer on behalf of the above named represented company will comply with all provisions of this permit and provide all information as outlined in this permit packet. I also verify and attest the above information is true and accurate to the best of my knowledge:

(Project Engineer or Project Manager/Developer Signature)

(Date of Signature)

PERMIT AGREEMENT**APPLICANT, IN CONSIDERATION THEREOF, AGREES AND BINDS ITSELF AS FOLLOWS (INITIAL EACH BOX):**

Article No.	Description	Initial
1	Vicinity Maps, Profile Sheets and Plans will be furnished by the applicant to the County Consulting Engineer with copies provided to JCPIFA office and will provide any other additional documentation requested by the Consulting firm. GPS Coordinates must be provided at each crossing for Riverine, Creek, Road, Drainage Ditch, Public Ditch, etc.	
2	Applicant will bear the entire expense of all necessary reviews both preliminary and additional (if needed) and will pay the County Consulting Engineering Firm directly and pay the JCPIFA office the processing fee of \$320.00.	
3	Upon notification by the County Consulting Engineering firm, the applicant will promptly take all recommendations from the County Consulting Engineer to rectify any deficiency or condition to the Applicant's operations or installation under this permit.	
4	Applicant will install the pipeline(s) in a manner and location as shown in the plans and specifications filed with the JCPIFA and County Contracted Engineer in support of this application for permit. The County Contract Engineer or other such appointed representative may at any time make such inspection as such engineer or other representation may deem necessary to assure that the construction of the pipeline is in accordance with the plans and specifications submitted, and said County Contracted Engineer or representative shall have the right to temporarily suspend Applicant's work if necessary, while such inspection is being made. Should applicant not install the pipeline(s) in accordance with the terms and conditions of this permit, Applicant agrees that the JCPIFA Office shall have the right to require, at Applicant's expense, the removal of the pipelines and its replacement in conformance to said plans and specifications and conditions of this permit. JCPIFA may revoke this permit and suspend all work hereunder if it is determined by the JCPIFA Office that the pipeline is not being installed in accordance with such plans and specifications and conditions of this permit. The suspension or revocation of this permit shall not be a basis for a claim for damages against JCPIFA office or any governmental entity associated within Jackson County.	
5	Except in emergency situations where it is necessary to protect life and property, Applicant will not make any change, modification, or alteration in or to the pipeline without first securing a new or amended permit from the JCPIFA Office prior to making any such change and consulting with the County Contracted Engineer for review. All costs associated with any change to the original permit will be the responsibility of the Applicant.	
6	<u>Construction of any pipeline will not begin</u> until all required documentation and payments associated with review fees, and permit fees have been submitted and received by the JCPIFA Office and the Consulting Engineering Firm and the review of the project for proper drainage has been concluded by the Consulting Engineer Firm and all recommendations provided in writing from the Consulting Engineer have been applied to the project.	
7	Applicant binds itself to comply with all Federal, State, and Local Laws or Regulations and will obtain all necessary permits from all Local and Federal Agencies required by law before installation or construction is begun and furnish copies of all Federal and State issued permits with this application.	
8	Applicant will not do, or cause to be done, anything to impede or obstruct an adequate flow of water through or upon the property on/in which the pipelines are to be located or are located; it is specifically understood and agreed that the adequacy of the flow of water referenced herein shall be within the sole discretion of the Jackson County Consulting Engineer.	
9	Jackson County and all governmental offices within shall not be liable or responsible for, and shall be saved and held harmless by Applicant, and further shall be indemnified by Applicant, from and against any and all suits, actions, losses, damages, claims, or liability of any character, type or description, including all expenses of litigation, court costs, attorney's fees, and engineering fees for injury or death to any person, or injury to any property, received or sustained by any person or persons or property, arising out of, or occasioned by, directly or indirectly, the performance of Applicant under this agreement.	
10	Jackson County makes no warranties, expressed or implied, in the granting of this permit; nor does Jackson County purport to grant any property interest or exclusive privileges whatsoever by granting such permit. It is specifically understood that Jackson County nor the County Consulting Engineer is not the agent for, nor does it act for a fee for the owners or any persons or entities having any right, or title to possession of the land upon which the Jackson County easement or other property interest is located. Furthermore, in granting this permit Jackson County makes no representation or warranty that it has any property interest, including but not limited to, an easement or right of way, in the land upon which Applicant constructs, maintains, repairs, or modifies the pipeline(s), made the subject of this application, nor does Jackson County make any representation or warranty as to the validity, quality or extent of such property interest, if any. Applicant acknowledges its understanding that Jackson County in granting this permit, does not convey or grant to Applicant any rights, title or interest for which it has no legal authority to grant or convey.	

This Permit Agreement constitutes the entire agreement between the parties with regard to the subject matter hereof, and all prior agreements, representations, and negotiations between the parties regarding the subject matter are hereby superseded. When granted, the permit shall not be altered or amended except by an agreement in writing executed by the parties hereto.

Applicant warrants and represents that its undersigned representative has full authority to bind Applicant to the terms and conditions of the foregoing Application and Agreement for Pipeline Development and Permit.

DATED this _____ Day of _____, 20 _____

(Name of Applicant – Printed or Typed)

By: _____
(Signature)

Title: _____

STATE OF TEXAS
COUNTY OF JACKSON

SUBSCRIBED AND SWORN TO before me the Applicant _____, on this _____ day of _____, 20 _____, to which witness my hand and seal of office.

Notary Public for the State of Texas

My Commission Expires: _____

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STOP! BELOW FOR COUNTY OFFICIAL USE ONLY

Date Packet Received:		Preliminary Permit Number Assigned:	
Fee Received (\$320)	Check (#)	Money Order (#):	Cash:
Receipt Number:		Fee Code Assigned: PIPE 2	Code 100-000-2200
Signature/Date of Permitting Director:			

Notations:	

