Floodplain Development “ Permit Submittal ” Checklist for Land Development

Project:  _______________________________________________________________________
Date Reviewed:  ________________________________________________________________

Your property appears to be located adjacent to or within the mapped floodplain.

Please see FEMA interactive map at https://msc.fema.gov/portal/home.

- Bexar County Floodplain Permit Application with $50.00 fee.
- Project Narrative (Include Purpose of the Floodplain Permit)
- Site Plan/Location Map/Property Address
- Plat or Issued Certificate of Determination for Plat Exception
- Flood Insurance Rate Map (FIRM) map number
- Show proposed development/limits of construction and disturbed areas on current Annotated FIRM Map, Floodplain Workmap and Site Plan.
- Floodplain Workmap with contours showing FEMA existing and proposed study floodplain limits
- Construction Plans for utility (e.g. water and sewer) and drainage (channels/structures) crossing or entering floodplain
- Existing and proposed contours
- Flood Analysis or scientifically determine BFE by approved FEMA method for ZONE A areas on FIRM (may require FEMA CLOMR submittal)
- FEMA regulations require local floodplain administrator to verify compliance with all other permits that might be required. Provide documents for known permits required for project or for review purposes provide information for permits in progress.
- Storm Water Quality Permit/Post Construction Permit

Construction activities including clearing, grading, and excavating that result in land disturbance of equal to or greater than one (1) acre or the disturbance of less than one (1) acre of total land area that is part of a larger common plan of development or sale if the larger common plan, SWQ/PC permits are required

- BPA Permit
- Septic Permit
- ROW Permit
- United States Army Corps of Engineers (USACE) permits
- FEMA map revision/Case Number

November 8, 2023
Construction of Temporary Roads within Floodplain must be at existing grade with no base material or drainage structures that shall be designed by a licensed Professional Engineer on sealed sheets which are part of the plan set. Engineers can follow Chapter 8 Section 6 of the TXDOT Hydraulic Design Manual to provide guidance on the Risk Analysis for low flow flood events.

Provide hydraulic model to show no increase in BFEs at any point outside the property.

(9) The Floodplain Administrator shall require that no construction, substantial improvement, or other development (including fill) be permitted in or within 100 feet of the Special Flood Hazard Areas on the Bexar County FIRMs, unless it is demonstrated that the cumulative effect of the proposed development, which combined with all the existing or anticipated future development, will not increase the BFEs at any point outside the property which is included in the permit and owned by the applicant.

Bexar County Floodplain General Construction Note: No construction and/or waste material shall be placed in existing lows that will block or alter flow limits of existing natural drainage or placed within the limits of existing floodplain.

Provide PDF of Report and Flood study models on a downloadable link or USB/media device.