

# Grimes County Floodplain Development Permit Application

**The Grimes County Floodplain Development Permit is required for all development. This application must be completed by the property owner or their legal representative.**

## NOTICE REGARDING PERMANENT ELECTRIC SERVICE

No person shall cause permanent electric utility service to be connected to any structure or development site under their ownership or control until Grimes County has issued a Certificate of Compliance verifying regulatory compliance.  
*Order of the Grimes County Commissioners' Court Establishing Procedure for Connection of Electric Utilities in the Unincorporated Areas of Grimes County - January 21<sup>st</sup>, 2026*

### 1. Owner/Legal Representative

Name \_\_\_\_\_  
Email Address \_\_\_\_\_  
Phone \_\_\_\_\_  
Address \_\_\_\_\_  
State \_\_\_\_ City \_\_\_\_\_  
Zip \_\_\_\_\_

### 2. Development Location

<https://gis.bisclient.com/grimescad/>  
Address \_\_\_\_\_  
State \_\_\_\_ City \_\_\_\_\_  
Zip \_\_\_\_\_  
Property ID R# \_\_\_\_\_  
Acreage \_\_\_\_\_ ac  
*Optional:*  
Subdivision \_\_\_\_\_  
Lot \_\_\_\_ Block \_\_\_\_ Phase \_\_\_\_\_

### 3. Type of Development (select one): \_\_\_\_ New Development \_\_\_\_ Addition to Existing Development

Select One:

- |   |  |
|---|--|
| <input type="checkbox"/> Residential – Single Family Home | <input type="checkbox"/> Residential – Duplex            |
| <input type="checkbox"/> Residential – Multi-family       | <input type="checkbox"/> Residential – Manufactured Home |
| <input type="checkbox"/> Residential Subdivision          | <input type="checkbox"/> Manufactured Home Community     |
| <input type="checkbox"/> RV Park                          | <input type="checkbox"/> Rental Community                |
| <input type="checkbox"/> Commercial - Residential         | <input type="checkbox"/> Commercial – Business           |
| <input type="checkbox"/> Commercial – Industrial          | <input type="checkbox"/> Commercial – Agricultural       |
| <input type="checkbox"/> Other: _____                     |  |

Name and brief description of the project:

\_\_\_\_\_

### 4. Water Service: \_\_\_\_ Public Water \_\_\_\_ Private Well Sewage Treatment: \_\_\_\_ Public Sewer \_\_\_\_ On-Site Septic

*\*a letter verifying intent to provide service is required for public water and public septic systems.*

Electric Service: \_\_\_\_ Existing \_\_\_\_ Available (vicinity)

*\*an intent to serve letter is required*

5. Attach a site plan, drawing or sketch (hand-drawn) of the entire property and proposed development (example page 4)

6. Is the **property** in a Floodplain? – see page 6 for instructions

FIRM - FEMA Map Service Center - <https://msc.fema.gov/portal/home>

Yes  No

FEMA BLE estBFE Viewer - <https://webapps.usgs.gov/infrm/estbfe/>

Yes  No

If any part of the **property** is in a floodplain, **complete the entire application.**

7. Will the **structure or development** be located in a Floodplain?

FEMA Map Service Center (see Page 6 for instructions)  Yes  No

FEMA BLE estBFE Viewer (see Page 6 for instructions)  Yes  No

*\*If Yes is checked for either entry, complete Section 8A below. If No is checked for both entries, complete Section 8B.*

**8A. Zone A or BLE 1% Flood Extent** - Elevation Certificate, Civil Plans, and Inspection are Required - \$103 Permit Fee

**Residential Structures:**

Base Flood Elevation: \_\_\_\_\_ feet NAVD

Required lowest finished floor elevation: \_\_\_\_\_ feet NAVD

- 2-ft above BFE, 2-ft above crown of adjacent road, or 2-ft above highest adjacent grade, whichever is higher.
- Utilities must be elevated at or above the required finished floor elevation.

**Nonresidential Floodproofed Construction:**

Type of floodproofing method: \_\_\_\_\_

Required floodproofing elevation: \_\_\_\_\_ feet NAVD

- Engineer or Architect certificate of floodproofing is required.

**8B. Zone X (areas outside Zone A or BLE 1% Flood Extent)** - Elevation Certificate, Civil Plans, and Inspection are not required - No Permit Fee

**Residential Structures:**

- A. The lowest finished floor must be elevated 12 inches above the highest adjacent grade when measured 10 feet from the edge of the slab, or 12 inches above the crown of the adjacent street, whichever results in the highest elevation.
- B. Properties sloping away from the road are exempt from the crown elevation requirement and must construct and maintain adequate drainage paths to guide flood waters around the structure and to prevent flood waters from entering the structure.
- C. Residential structures other than a single-family residence on a concrete slab foundation shall elevate the top of the slab to 6 inches above adjacent grade.
- D. Residential construction requires a Notice of Residential Construction and Notice of Residential Inspection to certify compliance with International Residential Code 2021.

I acknowledge the requirements for residential construction in Zone X: \_\_\_\_\_ (initial)

**Commercial Development must comply with the Grimes County Infrastructure Regulations.**

9. I acknowledge that the responsibility for verifying and applying for local, state, and federal permits is the responsibility of the property owner and that applicable permits were obtained prior to application for this floodplain development permit.

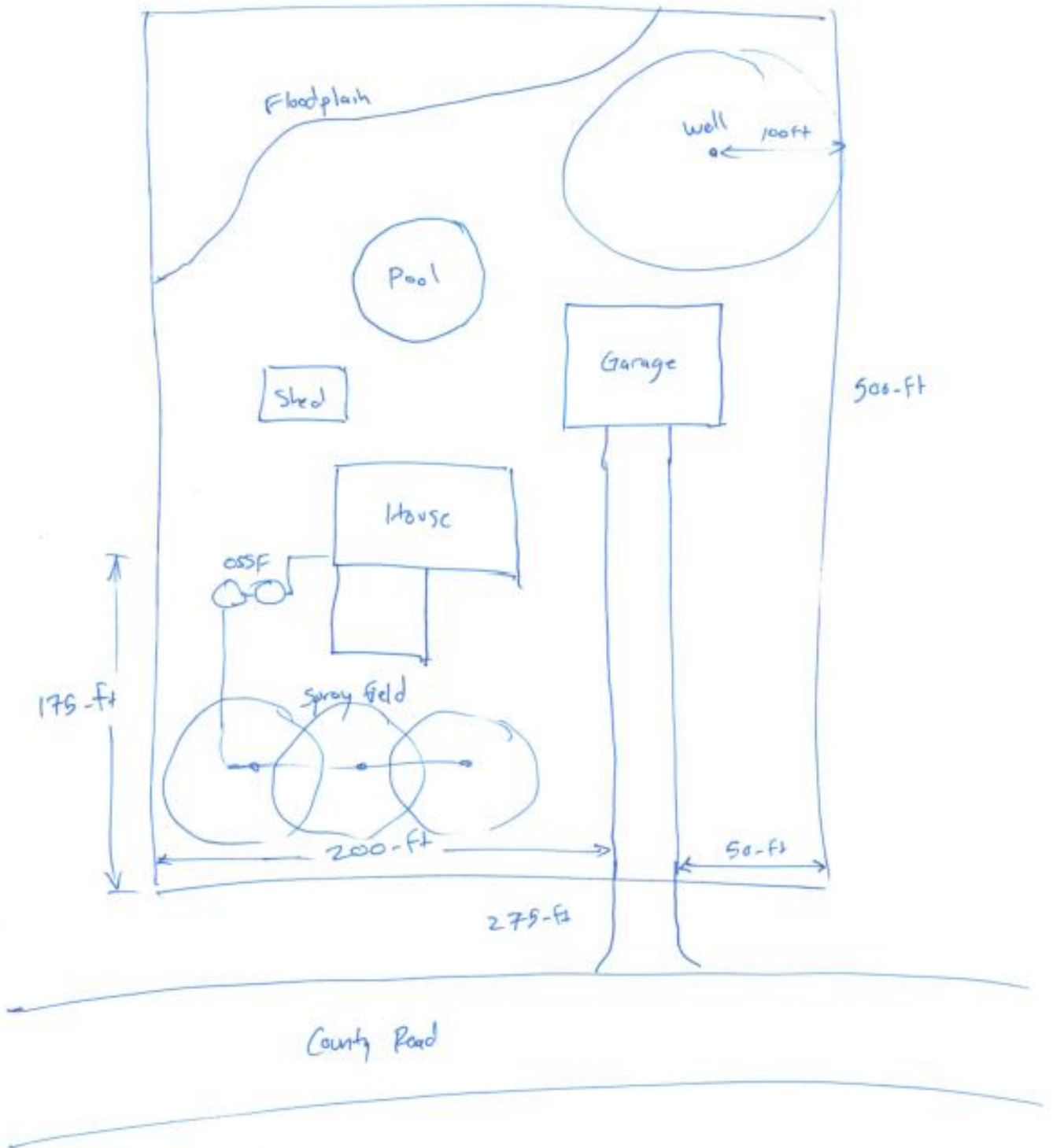
\_\_\_\_\_ (initial)

*10. I certify that the information on this form is true and correct. I understand that submitting false or inaccurate information to Grimes County on which a permit for proceeding with construction work is issued by Grimes County may be the basis for revocation of the permit or assessment of a civil fine not to exceed \$500. I understand that construction plans submitted to and approved by Grimes County in the form of a permit issued by Grimes County must be followed and adhered to and any deviance there from not approved by Grimes County may also be the basis for a notice of violation, notice of citation and revocation of the permit or assessment of a fine not to exceed \$500 by the County.*


Applicant Signature: \_\_\_\_\_





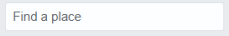
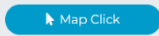


Example Site Plan:



## **FEMA Map Service Center**

1. Navigate to the FEMA Flood Map Service Center website: <https://msc.fema.gov/portal/home>
2. Enter an address in the “Enter an Address...” box 
3. If the red locator is within Zone A, check “Yes” on the Floodplain Development Permit Application Section 5 under *FIRM - FEMA Map Service Center*. Follow the same instructions for the structure or development in Section 6.
  - a. If no address exists for the property, enter a City or Grimes County and use the dynamic map to find the property.
4. Only a few locations in Grimes County have detailed studies. In these areas, an Engineer or Surveyor should use the FEMA FIRM/FIS to determine the Base Flood Elevation.
5. An Engineer or Surveyor may use *FEMA Bulletin 265 Managing Floodplain Development in Approximate Zone A Areas* Chapter 5 Simplified Methods - Contour Interpolation to determine the Base Flood Elevation. Attach all supporting documents and calculations.
  - orFollow the instructions for FEMA BLE – estBFE Viewer in the next section to determine the Base Flood Elevation

## **FEMA BLE - estBFE Viewer:**

6. Navigate to the FEMA INFRM estBFE viewer website: <https://webapps.usgs.gov/infrm/estbfe/>
7. Click “Select an Area of Interest:” 
  - a. Select FEMA Region 6 (Arkansas, Louisiana, New Mexico, Oklahoma, and Texas)
8. The “Estimate Base Flood Elevation Viewer” window will open.
  - a. Select “What’s My Flood Risk?” 
9. On the left window, enter an address in the “Find a place” box 
  - orSelect “Map Click” and click on the exact map location of the structure. 
10. A Flood Risk window will open. If the window says “This location is in a 1% (100 year) flood zone, check “Yes” on Floodplain Development Permit Application Section 5 under *FEMA BLE estBFE Viewer*. Follow the same instructions for the structure or development in Section 6.
  - a. If the Flood Risk window says “Base Level Engineering Data Unavailable”, check “No” on Section 5 under *FEMA BLE estBFE Viewer*. Follow the same instructions for the structure or development in Section 6.
11. Click “View Report” 
12. Click “Print” in the top-left corner. Attach Page 1 of the report to the Floodplain Development Permit Application. 
13. For properties and structures in the 1% (100-year) flood zone, the Report gives Estimated Base Flood Elevation data. Enter the 1 Percent (100 Year) Estimated Base Flood Elevation (BFE) in Section 6A of the Floodplain Development Permit Application.
  - a. Add 2 feet to the BFE in the “Required Lowest Finished Floor Elevation” field in Section 6
  - b. Add 2 feet to the “ Required Floodproofing Elevation” field, if applicable.