

## BY APPOINTMENT ONLY

### CONTACT INFORMATION

#### Floodplain Management

permitting@co.san-patricio.tx.us  
361-587-3567

#### 911 Addressing Agent

361.587.3564

#### Environmental Services

gabriel.arroyo@co.san-patricio.tx.us  
361.587.3500/3505

#### County Fire Marshal

##### Steven Loving

sp.608@co.san-patricio.tx.us  
361.364.9600

#### County Clerk's Office

361.364.9350

#### Right-Of-Way

john.hernandez@co.san-patricio.tx.us  
361.364.6148



The fee schedule for Floodplain Development & Permits is located on our website at [san-patricio-county.com](http://san-patricio-county.com).

For developing an RV Park, Manufactured Home Park or Subdivision please check with our office.

**Violation of the provisions of the Flood Damage Prevention Order by failure to comply with any of its requirements shall constitute a Class C misdemeanor for each act of violation and each day is a separate violation.**

This document references the current Fee Schedule in use by Floodplain Management and is established in accordance with State laws and approved by the San Patricio County Commissioner's Court. The fee schedule is subject to change when ordered by the Commissioner's Court or when codes are updated.

**All fees charged by the San Patricio County Floodplain Manager are NON-REFUNDABLE.**

### FLOODPLAIN MANAGEMENT

PLYMOUTH ANNEX  
313 N. RACHAL STREET  
SINTON, TEXAS 78387  
Office: (361) 587-3567

E-MAIL: [permitting@co.san-patricio.tx.us](mailto:permitting@co.san-patricio.tx.us)



OFFICE OF EMERGENCY  
MANAGEMENT

### RESIDENTIAL DEVELOPMENT PERMITTING INFORMATION



Floodplain Management

Office: (361) 587-3567

**PERMITS BY  
APPOINTMENT ONLY**

# RESIDENTIAL DEVELOPMENT PERMITS & ELECTRIC CONNECTION INFORMATION

## DEVELOPMENT PERMIT

A Floodplain Development Permit shall be required to ensure compliance with the Flood Damage Prevention Order. The development permit is required prior to making any changes to property in San Patricio County. This includes but not limited to: building a new home, placing a manufactured home, a shed, or any other structure 200 sq. feet or larger, moving large amounts of dirt, installing/replacing a septic system or any major additions/renovations to existing structures.

## SUBMISSION OF APPLICATION

Online application and supporting documents to the Floodplain Manager. Once all items are received, the application will be reviewed and any outstanding documents will be requested. If application passes initial review you will be contacted via email or phone to schedule an appointment to obtain the provisional permit. You will be informed at this time of the amount of the permit fee.

## PLAN REVIEW

Plans should be submitted to the Floodplain Manager a minimum of two (2) weeks prior to application review. Work at site shall not begin until all reviews of plans, studies and application have been completed and approved.

Review of Plats & Plans shall be done by the County Engineer of Record.

## PLAN REVIEW CONTINUED

Hydrologic and Hydrology Study will be reviewed by the County Drainage District in addition to the Floodplain Manager review.

## REQUIRED DOCUMENTS

- Completed Application
- Property/Warranty Deed must include legal description of property.
- House Plans + Site Plan
- Total Project Value Affidavit
- **Elevation Certificate** to provide proof of 24" above HAG/BFE. The Certificate is required upon project completion to obtain Occupancy Certificate.
- No Rise Certificate required if project will be in a Floodway.

## ELECTRIC CONNECTION

Electrical Services need a final approval from the Floodplain Manager before power will be approved for connection. A \$50.00 fee will be assessed if your project does not required a permit.

- Electrical Account Owners Information:
- Site Address
- Development Permit # and issued date.
- ESID # (A.E.P. ONLY)

## TYPES OF PAYMENT ACCEPTED:

- Check
- Money Order
- Cashier's Check

Make payable to San Patricio County.  
*We are unable to accept credit card at this time.*

## PERMIT RENEWAL PROCESS

The floodplain development permit is valid for one (1) year from the date of issue. The applicant **must** contact the Floodplain Manager prior to expiration for a renewal. A one (1) year renewal is 75% of original permit fee and a six (6) month renewal is 50% of original permit fee.

ALL PERMIT FEES WILL DOUBLE FOR ANY PROJECT (INCLUDING MOVING DIRT) THAT HAS BEEN STARTED BEFORE OBTAINING A DEVELOPMENT PERMIT (INCLUDING MINIMUM AND MAXIMUM FEES).

## OTHER DEVELOPMENT INFO

Please refer to the corresponding pamphlet for RV Parks, Manufactured Home Parks Right of Way, and Subdivisions.

\*For more information please contact the corresponding department listed within this document.