



WILSON COUNTY
Health & Public Safety Office

CHECKLIST FOR PERMITS

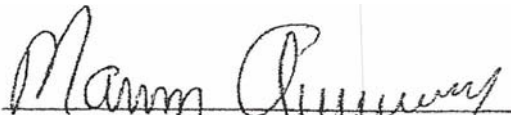
Wilson County Commissioners Court, hereby announces that effective June 1, 2007 that Wilson County will require the following permits applications be obtained prior to **any final inspections and/or release of permits being processed or approved.**

The following **Permits are required:**

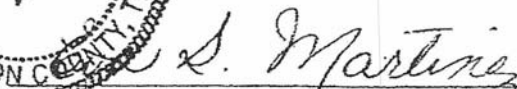
- Floodplain Permit (**Approval Required Before "OSSF" Start -Up**)
- On-Site Sewage Facilities "OSSF" (Septic) Permit
- Driveway Permit (County Maintained Roadways)

(See attached Checklist for Wilson County's Permit Application process. All checks payable to Wilson County)

Signed:


Mamm Quinney, Wilson County Judge




Eva S. Martinez, County Clerk

This is a list of requirements needed from the Property Owner, Installer, or Engineer for preparation of your paperwork in order to prevent delay of inspections:

- *** Legal Description of Property [PLAT]
- *** Proof of Ownership [RECORDED DEED]
- *** Drawing to Scale
- *** Name of Septic Company, Address and Phone Number
- *** 911 Address (Physical Address) [Verification Required From the 911 Addressing Department]

ALL SIGNATURES IN BLUE INK

**WILSON COUNTY, TEXAS
PERMIT REQUIREMENTS**

_____ Name of Property Owner	_____ Phone Number	_____ Email Address
_____ Name of Homeowner	_____ Phone Number	Prefer to receive approved development permit by: Mail or Email
_____ Property Owner's Mailing Address		
_____ 9-1-1 Address / Installation Address (Physical address of property)		

_____ Name of Subdivision	_____ Section/Unit No.	_____ Block No.	_____ Lot No.
Recorded Deed Vol. _____ Pg. _____			

APPLICATION PERMIT CHECKLIST REQUIRED INFORMATION	FOR USE BY COUNTY LEAVE THIS AREA BLANK	
_____ 911 Address Verification	_____ 911 Addressing	_____ Date
_____ Development Permit	_____ Permit No.	_____ Receipt No.
_____ Septic Permit On-Site Sewage Facilities "OSSF"	_____ Permit No.	_____ Receipt No.
_____ Driveway Permit (County Roadways)	_____ Permit No.	_____ Receipt No.
<i>The authorization to construct is valid for twelve months from the date of issue. If a final inspection has not been performed within one year of issue, a new application and fee will be required.</i>		
_____ Driveway Permit (County Roadways)	_____ Permit No.	_____ Receipt No.

APPLICANT ACKNOWLEDGEMENT OF PERMIT REQUIREMENTS

_____ Signature of [Applicant] / Owner	_____ Date
_____ Signature of Home Owner	_____ Date
Installer: _____	
Address: _____	Phone No. _____
Builder: _____	
Address: _____	Phone No. _____
Driveway: _____	
Address: _____	Phone No. _____

WILSON COUNTY PERMITTING
800 10th Street, Building B
Floresville, TX 78114
830-393-8357

DEVELOPMENT PERMIT APPLICATION FORM

STATE OF TEXAS §
COUNTY OF WILSON §

APPLICATION NO. _____

Name of Applicant: _____

Mailing Address: _____

Phone # _____

2. Location of property (Complete as appropriate) If located in a subdivision:

Name of Subdivision	Section/Unit No.	Block No.	Lot No.
IF NOT located in a subdivision:			

Name of Survey/Abstract	Acreage
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Location Description	(Physical address or attach a vicinity map)
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3. Nature of Proposed Construction (Check and complete as appropriate)

- Residential Non-Residential Other
 Alteration of a Natural Waterway or Drainage Course Placement of Fill

4. Description of Proposed Construction (Check and complete as appropriate)

- New Construction Substantial Improvement to Existing Structure
 House Mobile Home
 Non-Residential (Specify) _____
 Commercial (Name and Type of Business) _____
 Other _____

5. APPLICANT WILL PROVIDE ONE COPY OF PLANS AND SPECIFICATIONS OF THE PROPOSED CONSTRUCTION. (Describe)

DO NOT WRITE BELOW THIS LINE
FOR USE BY COUNTY ADMINISTRATOR

- IS THE PROPERTY LOCATED IN AN IDENTIFIED FLOOD HAZARD AREA? YES NO
IS ADDITIONAL INFORMATION REQUIRED? YES NO
ARE OTHER FEDERAL, STATE OR LOCAL PERMITS REQUIRED? YES NO
(Driveway Permit and Septic Tank Permit)
ARE OTHER COUNTY REGULATIONS APPLICABLE? YES NO

- Exemption Certificate Issued
 Permit Application Approved
 Permit Application Rejected

Date of Issuance _____

Rebekkah Scriven, Permitting & Development Director
Wilson County Floodplain Administrator

DEVELOPMENT PERMIT EXEMPTION CERTIFICATE

STATE OF TEXAS §
COUNTY OF WILSON §

WILSON COUNTY COMMUNITY - PANEL
NUMBER 48493C

APPLICATION NUMBER _____

NAME OF APPLICANT _____

THE ABOVE NAMED APPLICANT APPLIED FOR A DEVELOPMENT PERMIT ON _____.
THE COUNTY ADMINISTRATOR HAS REVIEWED THE APPLICATION AND IT IS HIS/HER DETERMINATION THAT THE
PROPOSED DEVELOPMENT IS NOT WITHIN AN IDENTIFIED FLOOD PLAIN OF WILSON COUNTY.

THIS CERTIFICATE EXEMPTS THE APPLICANT FROM DEVELOPMENT STANDARDS REQUIRED BY WILSON
COUNTY FLOODPLAIN MANAGEMENT REGULATIONS. WORK IS HEREBY AUTHORIZED TO PROCEED ON THE
FOLLOWING DESCRIBED PROPERTY:

THE COUNTY ADMINISTRATOR HAS REVIEWED THE PLANS AND SPECIFICATIONS OF THE
PROPOSED DEVELOPMENT AND DESIRES TO MAKE THE FOLLOWING RECOMMENDATIONS
FOR DEVELOPMENT OR DESIGN ALTERATIONS:

**ADVISE THAT NO STRUCTURE BE BUILT AND/OR PLACED IN ANY DRAINAGE OR CREEK
AREA. DUE TO THE POTENTIAL SHEET WATER FLOODING CONDITIONS, IT IS RECOMMENDED
THAT FLOOR ELEVATION BE A MINIMUM OF TWO (2) FEET ABOVE NATURAL GROUND WHERE
A CLEARLY DEFINED CHANNEL DOES NOT EXIST.**

WARNING:

The flood hazard boundary maps and other flood data used by the County Administrator in evaluating
flood hazards to proposed developments are considered reasonable and accurate for regulatory
purposes and are based on the best available scientific and engineering data. On rare occasions
greater floods can and will occur and flood heights may be increased by man-made or natural causes.
This exemption certificate does not imply that developments outside the identified areas of special flood
hazard will be free from flooding or flood damage. Issuance of this exemption certificate shall not create
liability on the part of Wilson County, the County Administrator or any officer or employee of Wilson
County in the event flooding or flood damage does occur.

(x) _____
Acknowledgment of Warning by Applicant

Date

Rebekkah Scriven
Wilson County Floodplain Administrator

Date