

## **Nueces County Dune Protection Permit Application Form**

**For all proposed construction (large or small-scale), applicants shall submit the following items and information:**

1. Name, address, phone number, and, if applicable, fax number of the applicant, and the name of the property owner, if different from the applicant
2. A complete legal description of the tract and a statement of its size in acres or square feet;
3. The number of proposed structures and whether the structures are amenities or habitable structures;
4. The number of parking spaces;
5. The approximate percentage of existing and finished open spaces (those areas completely free of structures);
6. The floor plan and elevation view of the structure proposed to be constructed or expanded;
7. The approximate length of the construction process;
8. A description (including location) of any existing or proposed walkways or dune walkovers on the tract;
9. A grading and layout plan identifying all elevations (in reference to the National Oceanic and Atmospheric Administration datum), existing contours for the final grade;

10. Photographs of the site which clearly show the current location of the line of vegetation and the existing dunes on the tract;
11. The effects of the proposed activity on the beach/dune system which cannot be avoided should the proposed activity be permitted;
12. a comprehensive mitigation plan which includes a detailed description of the methods which will be used to avoid, minimize, mitigate and/or compensate for any adverse effects on dunes or dune vegetation. Additional details of mitigation planning may be found in section III.B. on page 17 of this order.
13. An accurate map or plat of the site identifying:
  - (a) the site by its legal description, including, where applicable, the subdivision, block, and lot;
  - (b) the location of the property lines and a notation of the legal description of adjoining tracts;
  - (c) the location of the structures, the footprint or perimeter of the proposed construction on the tract;
  - (d) proposed roadways and driveways and proposed landscaping activities on the tract;
  - (e) the location of any seawalls or any other erosion response structures on the tract and on the properties immediately adjacent to the tract; and
  - (f) if known, the location and extent of any pre-existing human modifications on the tract.
14. Large-scale Construction  
**For all proposed large-scale construction, applications shall submit the following additional items and information:**
  - (a) if the tract is located in a subdivision and the applicant is the owner or developer of the subdivision, a certified copy of the recorded plat of the subdivision, or if not a recorded subdivision, a copy of the preliminary plat of the subdivision as filed with the local government having jurisdiction over subdivision development of the site, such preliminary plat having been certified by a licensed surveyor, and a statement of the total area of the subdivision in acres or square feet;



- (c) the most recent local historical erosion rate data (as determined by the University of Texas at Austin, Bureau of Economic Geology) and the activity's potential impact on coastal erosion;  
and
  
- (d) a copy of the FEMA "Elevation Certificate."