



Beach & Dune Application

City of South Padre Island
4601 Padre Blvd.
South Padre Island, TX 78597
Phone: (956) 761-8111
Fax: (956) 761-3898

Site for Proposed Work

Legal Description: _____ Physical Address: _____

Property Owner Information

Name: _____

Mailing Address: _____

City: _____ State: _____

Zip: _____ Country: _____

Phone Number: _____

Fax Number: _____

E-Mail Address: _____

Applicant / Agent for Owner

Name: _____

Mailing Address: _____

City: _____ State: _____

Zip: _____ Country: _____

Phone Number: _____

Fax Number: _____

E-Mail Address: _____

I / We, owners of the above-mentioned property, authorize the applicant stated above, to act in my behalf in order to acquire a Beach and Dune permit for the construction proposed below. (owner initials here _____)

Owner(s) Signature(s): _____

Date: _____

Applicant Signature: _____

Date: _____

Project Description

Describe with as much as detail as possible, the construction proposed. If more room is needed, please include an additional page. Include the number of habitable units, amenities, swimming pools, fences, kinds of fences, whether footings and/or retaining walls will be installed, and locations of proposed landscaping and parking.

Total Square Footage of Footprint of Habitable Structure: _____

Total Area of Impervious Surface (i.e. retaining walls, walkways, drives, patios, etc.): _____

Percentage Impervious Surface [(impervious surface / habitable footprint)* 100]: _____

Please Note: the percentage of impervious surface cannot exceed 5% in an eroding area.

Approximate Duration of Construction: _____

Financial Plan for the Removal of All Hard Structures

All properties which are allowed to build retaining walls on their property are allowed to do so with the condition that a financial plan for the removal of the retaining wall is submitted to the Public Works Department of the City of South Padre Island. Removal of the retaining wall at the owner's expense may be required if/once the retaining wall comes into regular contact with wave action for twenty (20) out of thirty (30) consecutive days. The City accepts the submission of a Retaining Wall Covenant, or other financial guarantee, insuring the removal of the retaining wall if the required conditions are met.

Type of Plan Submitted: _____ Date Submitted: _____

Drainage

Describe the impact that the proposed construction will have on the natural drainage pattern on the site and adjacent lots.

No change in the drainage on site.

The proposed construction will change the grading and the drainage on the subject property. (An explanation will be required detailing where the water will drain.)

Explanation / Other Information: _____

Impacts to Beach / Dune System

Answer each question as completely as possible in narrative form.

1. What damage will this proposed construction have on the dune vegetation located at the project site?

No damage to dune vegetation whatsoever.

The proposed construction will impact _____% of the dune vegetation site. (An explanation of the "impact" will be required.)

The proposed construction will require the removal and relocation of _____% of the dune vegetation on site. (The submission of a mitigation plan will be required.)

Explanation / Other Information: _____

2. How will the proposed construction alter the dune size/shape at the project site?

No change to dune size/shape whatsoever.

The proposed construction will change _____% of the size/shape of dunes on site. (Details will be required.)

The proposed construction will require the removal and relocation of _____% of the dunes on site. (The submission of a mitigation plan will be required.)

Explanation / Other Information: _____

3. How will the proposed construction change the hydrology of the dunes at the project site?

No change to dune hydrology whatsoever.

The proposed construction will impact dune hydrology on site. (Details will be required.)

Explanation / Other Information: _____

4. Describe alternatives to the proposed construction or method of construction which will cause fewer or no adverse effects on dunes and dune vegetation.

5. Describe alternatives to the proposed construction or method of construction which will cause fewer or no adverse impairment to beach access.

Mitigation Plan

Describe the methods which you will use to avoid, minimize, mitigate and/or compensate for any adverse effects on dunes or dune vegetation.

Explanation / Other Information: _____

Financial Plan for Dune Mitigation:

If required by the City Council, a financial guarantee (irrevocable letter of credit or a performance bond, etc.) may be necessary to insure the mitigation of dunes/dune vegetation takes place as proposed and required of the applicant.

Type of Plan Submitted: _____ Date of Submission: _____

Checklist of Additional Required Application Information

Please provide accurate map(s), plat(s), or site plan(s) showing all of the following items:

1. Legal description of the property (lot, block, subdivision) and the immediately adjoining property.
2. Location of all existing structures - including the habitable and inhabitable structures, swimming pools, decks, fences, parking areas, landscape areas, etc.
3. Location of the Historical Building Line on the subject property and the extension of the line on the properties immediately adjoining the subject property to the north and to the south.
4. Location and elevation of existing retaining walls - both on the subject property and those properties immediately adjoining the subject property to the north and to the south.
5. Location of proposed structure(s) - if proposing the construction of a retaining wall, please also include the proposed elevation of the retaining wall.
6. Location of proposed driveways, parking areas (showing the # of proposed parking spaces) and landscape areas.
7. Location of all existing and proposed beach access paths and/or dune walkovers.
8. Location and extent of any man-made vegetated mounds, restored dunes, fill activities, or any other pre-existing human modifications on the tract.
9. Topographical survey of the site identifying all elevations, existing contours of the project area (including dunes and scales) and the proposed contours of the final grade.

Other required application information that is to be submitted with the permit application:

1. A grading and layout plan showing proposed contours for the final grade.
2. The floor plan(s) and elevation(s) of the structure proposed to be constructed or expanded.
3. Photographs of the site which clearly show the current location of the vegetation line & existing dunes on the tract within the last 6 months.
4. Copy of the Flood Rate Map showing the location of the subject property (<https://msc.fema.gov/portal/home>).
5. Copy of the Historical Erosion Rate Map as determined by the University of Texas at Austin, Bureau of Economic Geology (<https://coastal.beg.utexas.edu/shorelinechange2019/>).
6. Full mitigation plan at a minimum 1:1 ratio for all impacts to sand dunes and dune vegetation. This plan should be accompanied with a written statement regarding impacts for both in-place and/or compensation mitigation along with a proposed site plan showing where the impacts are located and where they will be mitigated. Mitigation is required for all dune and vegetation impacts seaward of the City's Dune Protection Line.
7. Mitigation notices to adjacent property owners. *Per TAC 15.3, where a mitigation plan is required, applicant must provide contact information for all landowners immediately adjacent to the tract and affirmation that the applicant will send notices to the adjacent owners notifying them at least 10 days prior to the hearing on the application. A draft of this letter needs to be included with the permit application.*
8. Application fee of either \$250 or \$600, depending on project scope.

YOUR APPLICATION IS NOT COMPLETE UNLESS ALL INFORMATION REQUESTED ABOVE IS SUBMITTED.

PERMITTING TIMELINE (See City of South Padre Island Code of Ordinances Sec. 22-10):

Once the permit application is fully submitted, City staff have ten (10) business days to review. Staff will then send all documents and a letter of pre-determination to the Texas General Land Office (GLO).

The GLO has either ten (10) or thirty (30) business days to review depending on the project scope, and provide their comment letter.

If applicable, it will go before the Shoreline Task Force at their next available meeting. The Task Force may have up to six (6) weeks to review permit applications, and will forward a recommendation to the City Council.

The City Council shall either grant or deny a permit application within four (4) weeks of receiving a recommendation from the Task Force. The City Council has a right to make modifications to and/or overturn a recommendation of the Task Force.