



# APPLICATION FOR BEACHFRONT CONSTRUCTION CERTIFICATE

Development Services Department

2406 Leopard Street, Corpus Christi, TX 78408 | Phone: 361.826.3840 | Fax: 361.826.4375 | [ResidentialPlanReview@cctexas.com](mailto:ResidentialPlanReview@cctexas.com)

Case No: BCC-\_\_\_\_\_ DPP: \_\_\_\_\_ Beach/Dune Committee Date: \_\_\_\_\_

1. Applicant: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_  
 Address: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_ Cell Phone No.: (\_\_\_\_) \_\_\_\_\_  
 Status of Applicant: Owner: \_\_\_\_\_ Tenant: \_\_\_\_\_ Prospective Purchaser: \_\_\_\_\_  
 Other: (specify) \_\_\_\_\_

2. Engineer/Surveyor: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_  
 Address: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_ Cell Phone No.: (\_\_\_\_) \_\_\_\_\_  
 Contact Person: \_\_\_\_\_

3. Owner: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_  
 Address: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_ Cell Phone No.: (\_\_\_\_) \_\_\_\_\_

4. Description of proposed construction, number of proposed structures and stories, and whether the structures are amenities or habitable structures: \_\_\_\_\_  
 \_\_\_\_\_  
 Address: \_\_\_\_\_ Legal Description: \_\_\_\_\_  
 Area of proposed construction (including area of temporary impact on dunes and dune vegetation) \_\_\_\_\_  
 Does the proposed construction include a dune walkover? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 Will the proposed dune walkover(s) be constructed under the Texas General Land Office's Dune Protection and Improvement Manual for the Texas Gulf Coast?: \_\_\_\_\_ Yes \_\_\_\_\_ No (explain in attachment)  
 FEMA Standards: The lowest habitable floor of the proposed structure(s) is \_\_\_\_\_ feet, which is at or above the FEM base flood elevation for the area.

5. Check if attached: Land Use Statement: \_\_\_\_\_; Disclosure of Ownership Interest: \_\_\_\_\_; GLO Check List: \_\_\_\_\_  
 I certify that the information provided above is accurate and correct.  
 \_\_\_\_\_ (Applicant's Signature) \_\_\_\_\_ (Engineer/Surveyor/Designer Signature) \_\_\_\_\_ (Owner's Signature)  
 \_\_\_\_\_ (Printed name) \_\_\_\_\_ (Printed name) \_\_\_\_\_ (Printed Name)

Beachfront Construction Certificate Application Fees:	
(Based on total Impacted Area, including permanent and temporary)	
Small Scale (≤5,000 sq. ft. and ≤two stories)	\$ 200.00
Large Scale (>5,000 sq. ft. or >two stories)	\$ 300.00
Master Planned Development	\$ 600.00
*See attached Site Plan Requirements*	

Office Use Only
Date Received: _____
Received By: _____
Application Fee: \$ _____
Revised 06/19/2019

# **LAND USE STATEMENT**

Complete land use statement form containing the following information:

1. State the purpose of the request and include applicable background information as to the development plan for the property, i.e., usage of property, number and square footage(s) of existing and/or proposed building(s)/unit(s), building(s)/unit(s) height, parking plans/spaces, phasing schedule of development, number of employee(s) associated with the office, business or industrial development, hours of operation, modification or demolition plans for existing structure(s), type, area and setback of signage, etc., (additional supporting documents are acceptable, i.e., site plan).

2. Identify the existing land uses adjoining the area of request:

North -  
South -  
East -  
West -



**CITY OF CORPUS CHRISTI  
DISCLOSURE OF INTERESTS**

City of Corpus Christi ordinance 17112, as amended, requires all persons or firms seeking to do business with the City to provide the following information. Every question must be answered. If the question is not applicable, answer with "NA".

FIRST NAME: \_\_\_\_\_

STREET: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

FIRM IS: 1. Corporation 2. Partnership 3. Sole Owner 4. Association 5. Other \_\_\_\_\_

**DISCLOSURE QUESTIONS**

If additional space is necessary, please use the reverse side of this page or attach separate sheet.

1. State the names of each "employee" of the City of Corpus Christi having an "ownership interest" constituting 3% or more of the ownership in the above named "firm".

Name	Job Title and City Department (if known)
_____	_____
_____	_____

2. State the names of each "official" of the City of Corpus Christi having an "ownership interest" constituting 3% or more of the ownership in the above named "firm".

Name	Title
_____	_____
_____	_____

3. State the names of each "board member" of the City of Corpus Christi having an "ownership interest" constituting 3% or more of the ownership in the above named "firm".

Name	Board, Commission, or Committee
_____	_____
_____	_____

4. State the names of each employee or officer of a "consultant" for the City of Corpus Christi who worked on any matter related to the subject of this contract and has an "ownership interest" constituting 35 or more of the ownership in the above named "firm".

Name	Consultant
_____	_____
_____	_____

**CERTIFICATE (To be notarized)**

I certify that all information provided is true and correct as of the date of this statement, that I have not knowingly withheld disclosure of any information requested; and that supplemental statements will be promptly submitted to the City of Corpus Christi, Texas as changes occur.

Certifying Person: \_\_\_\_\_ Title: \_\_\_\_\_ (Type or Print)  
Signature of Certifying Person: \_\_\_\_\_ Date: \_\_\_\_\_

**General Land Office Check List**

**Project Information (Needed by GLO to Log in Applications)**

**Scale of construction / site activity**

- Total construction/site disturbance area (square feet)
- If construction/site disturbance is greater than or equal to 5,000 square feet, large scale
- If construction/site disturbance is less than 5,000 square feet, small scale
- Number of habitable stories in proposed structure
- If number of habitable stories is greater than 2, large scale
- If number of habitable stories is 2 or less, small scale
- If small scale, GLO has 10 working days to review and comment on proposed project
- If large scale, GLO has 30 working days to review and comment on proposed project

**A consistency determination is required by the local government:**

- If construction < 200 ft landward of LOV and disturbs  $\geq$  7,000 square feet of dunes or dune vegetation
- If construction disturbs > 7,500 cubic yards of dunes
- If project is a coastal shore protection project **on** a Gulf beach **or**  $\leq$  200 feet landward of the LOV and that affects > 500 linear feet of Gulf beach
- If project is a closure, relocation, or reduction in existing public beach access or public beach access designated in an approved local government beach access plan, other than for short term

## Site Plan Requirements

Attach two copies of the full application packet, which includes the following:

- Detailed scalable site plan with elevations of proposed structures more than one story in height.
- Legal description of the tract, including where applicable, the subdivision, block and lot.
- Location of the property lines and a notation of the legal description of adjoining tracts.
- Location, footprint, and impacted perimeter of all existing and proposed structures on the tract.
- Location of proposed roadways, driveways, parking lots and drainage facilities on the tract.
- Location of any seawalls or any other erosion response structures on the tract and on the properties adjacent to the tract.
- Location of the Beachfront Construction Line, Dune Protection Line, Vegetation Line, Erosion Area Line or Erosion Area Restriction Line, mean high tide line, mean low tide line and Nueces County’s 350 foot building setback line.
- Location of any existing beach access ways that are located either on the property or adjacent to the tract.
- Location of any future beach access ways, based on the elements of the City’s Comprehensive Plan, including the Transportation Plan or applicable area development plan, that are located either on the property or adjacent to the tract.
- Location, dimensions and elevations of any existing or proposed dune walkovers on the tract.  
**NOTE: BUILDING PERMITS ARE REQUIRED FOR ALL STRUCTURES. E.G. HABITABLE STRUCTURES, DUNE WALKOVERS, OBSERVATION TOWERS, POOLS AND DECKS, GAZEBOS, ETC.**

If the applicant has the requested information, attach copies of the following information:

- A copy of the FEMA “elevation” certificate.
- 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.

Describe whether the proposed construction will impact coastal erosion.

\_\_\_\_ The proposed construction will not impact coastal erosion.

\_\_\_\_ The proposed construction will have the following impacts on coastal erosion:

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**BEACHFRONT CONSTRUCTION CERTIFICATE APPLICATION**  
**Large Scale Construction Addendum**

Large-scale construction requires the following information:

If a multiple-unit dwelling(s) will be constructed, how many units and stories will be in each building?

\_\_\_\_\_

Have any alternatives been considered that would cause fewer or no adverse effects on dunes or dune vegetation?

\_\_\_\_ Yes      \_\_\_\_ No If "No",

why were no alternatives considered?

\_\_\_\_ No alternatives are necessary, since proposed construction will not impact dunes or dune vegetation.

\_\_\_\_ The only impact will be from dune walkover(s) constructed under the dune walkover construction standards in the Texas General Land Office's Dune Protection and Improvement Manual for the Texas Gulf Coast.

\_\_\_\_ Because: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If "Yes", what alternatives were considered? Include a scalable site plan of each alternative and a brief description as to why those alternatives were not selected for construction.

\_\_\_\_\_  
\_\_\_\_\_

How will the proposed construction impact natural drainage patterns on the site and on adjacent lots (both during construction and after completion of construction)?

\_\_\_\_ There will be no impact on natural drainage patterns.

\_\_\_\_ Drainage will be improved by the construction of \_\_\_\_\_  
\_\_\_\_\_

If the tract is located in a subdivision and the applicant is the owner or developer of the subdivision, attach a certified copy of the plat, or if the subdivision has not been platted a preliminary plat.

If the tract is located in a subdivision and the applicant is the owner or developer of the subdivision, what is the total area of the subdivision in acres or square feet?

\_\_\_\_\_  
\_\_\_\_\_