



City of  
Humble

RAY PEARSON  
CHIEF BUILDING OFFICIAL

114 WEST HIGGINS ST • HUMBLE, TEXAS • 77338 • (281) 446-6228

## COMMERCIAL PLAN SUBMITTAL CHECK LIST

Mercantile / Business / Educational / Storage / Factory Industrial / Hazardous / Institutional  
New Construction, Additions, Remodels, Generators, Solar Panels

This document is for guidance only. Updates are not made in real time, ordinances change, every place the ordinance is referenced in a document may not be updated in a timely manner and all things referenced in this document must be verified as current and valid. Although this is not an exhaustive list, these are more frequently asked questions.

Two (2) Complete sets of plans, ARCH D – 24" x 36", edge bound including:

Building: Material to be used

Electrical: One-Line Diagram – Load Calculations

Plumbing: Riser-Diagram

HVAC: Diagram

State of Texas Engineer Seal and Signature, including M.E.P.'s, required if Building is 5,000 square feet or more or if Building is \$20,000 or more in construction cost. The Building Official and/or Fire Marshal reserve the right to be more stringent when deemed necessary.

Site Plan showing setback lines:

Front: 25 Feet

Back: 10 Feet

Sides: 7 1/2 Feet

Setback is measured from property line.

(lot/reserve on a corner, side street, etc. – refer to ordinance for setback details)

Minimum lot area of not less than 5,000 square feet and must have frontage along and adjacent to at least one Public Street having a right-of-way width of not less than 60 feet.

Tax Payment Verification - New Construction

Provide Harris County & School District taxes for the property showing ZERO balance for current year.

Plat &/or Development Plat - New Construction; if Developing 50% or more to Existing Structures, adding a new structure, or adding an auxiliary structure 400 sq ft or more.

Soil Report/Engineer Calculated & Stamped for Holes/Piers.

Flood Way locality, floodplain parcel is within (located on site plan)

For additional information contact Harris County Flood Control (713) 684-4000 or visit [harriscountyfemt.org](http://harriscountyfemt.org) for information regarding floodplains.

FEMA - NFIP- Elevation Certificate if within Floodplain - CURRENT EDITION (submitted with plans).

**Commercial construction. If within the Floodplain:** New construction and substantial improvements of any commercial structure shall necessitate the elevation of the lowest floor (including basements) to at least two feet above the one percent (1%) annual chance (100-year) flood level, as designated on the flood insurance rate map (FIRM). A floodplain development permit (FDP) must be obtained prior to the issuance of a construction permit. The FDP is required before any development occurs on a property situated within the floodplain. The City of Humble has adopted the two percent (2%) annual chance (500-year) flood level, necessitating mitigation measures 1:1, up to and including the 500-year floodplain. For further information regarding the FDP, please contact the building department at 281-446-6228.

**If Not within The Floodplain:** All concrete slab floor elevations shall not be less than 12 inches above the top of the nearest sanitary sewer manhole, or not less than 12 inches above the crown of the street nearest thereto, whichever is the higher elevation.

Detention Pond Required - 43,560 sq ft (1 acre or more); New construction and renovations consisting of 50% or more. (the director of public works reserves the right to make determinations of detention requirement for developments less than 43,560 sq ft on a case-by-case basis)

Survey of Property (legal description- lot, block, section) for New Construction; Addresses provided by the City of Humble - 281.446.6228.

Building Height 65' maximum.

Design Wind Speed 130 MPH - 140 MPH.

New Construction, Addition or Remodel \$50,000 or more requires registration with TDLR & a hard copy submittal of the approved registration with construction plans

Asbestos Survey Required for Remodel/Renovation of Public Facilities. (Senate Bill 509)

Concrete Pads, Driveways, Slabs, etc. - Requires 2 sets of plans (24"x36") with the re-bar size & spacing; Approach - 1st 10' must be #4 re-bar, max spacing 12" center to center.

- Asphalt Pads, Driveways, Slabs, etc. - Requires 2 sets of plans (24"x36") with Detailed drawings:
  - Design & Engineering Details:
    - Site Plans: showing layout, grades, slopes, drainage, and connection points to the existing infrastructure
    - Material Specifications: Type of asphalt binder, aggregate gradation, base materials (crushed stone), and any reinforcement (geotextiles, steel)
    - Pavement Thickness: Specific layers (binder, surface) and total thickness (e.g., 3-4 inches for light use, 4+ inches for heavy-duty)
    - Drainage: Plans for positive drainage away from the road and lot, including culverts, swales, or gutters.
  - Construction Details:
    - Site Preparation: Existing surface removal, excavation depth, subgrade compaction (proof rolling)

- Base Installation: Gravel base thickness, compaction standards, and quality checks
- Asphalt Placement: Application rates, compaction (density), temperature, and joint construction (tapers, cold milling) for seamless transitions
- Markings & Signage: Paint, stencils, and traffic control devices (if applicable)

**Wall Sign:** One wall sign per exterior wall, not exceeding in total square feet, 15 percent of the facade to which it is affixed.

TCEQ SWPPP required for clearing of land & developments – TCEQ - Small Site Construction General Permit TXR150000 must be posted on Job Site; Silt Fencing Required. TCEQ - Large Site Permit. Other developments must meet the minimum standards within the public works design manual.

## **FIRE CODE RELATED**

All Fire Plans - must be minimum 24"x36", scaled, sealed, plans.

Fire Lane - 26' width minimum, exclusive of shoulders. (Humble City Ordinance 18-98 1.b.)

Dead-end fire apparatus access roads more than 150 feet shall be provided with \*width & turnaround provisions in accordance with Appendix D - Fire Apparatus Access Roads, IFC. (\*Width amended to minimum 26 feet)

Fire Hydrants – 300 feet maximum spacing requirement.

New Construction or Developing 50 percent or more to existing structures - Triplex & up - must have Fire Sprinkler System Installed.

Fire Alarm must be installed & meet requirements for R-1, R-2, R-3 & R-4; Chapter 9 IFC.

All Building Groups with Fire Area 5,000 Square Feet or more require fire sprinkler system. New construction and renovations consisting of 50 percent or more shall install a Fire Sprinkler System. (Article 6.04 Fire Code for amendments)

### **Sewer Capacity/Tap Fees**

Separate fees payable to the Water Department are required for Sewer Capacity, Water & Sewer Taps. Fees are collected prior to building permits being issued. (Sewer Capacity Fees are calculated at the time of the Building Plan Submission in the Building Department & approved by Public Works; Tap and Meter Fees are calculated by Public Works)

Public Works - Civil Submissions, All Questions regarding public utilities, i.e. - Sizing, Sewer & Water Capacities, Detention or Locations of Lines, etc. - Please, call - 281.446.2327; Located at 102 Granberry St., Humble, TX 77338.

## ❖ Buffer Wall / Screening

- Affected property means any lot or tract of land within the corporate limits of the city, and that abuts residential property.
- Buffering wall means a permanent structure that contains each of the following design features:
  - Is not less than eight feet in height or more than 14 feet in height;
  - Is constructed of concrete, brick, stone, or other similar solid opaque material;
  - Is of such thickness and density as to provide the equivalent visual impediment and sound reduction as a concrete block wall; and (4) Is not a part of any building or structure constituting a commercial property
- Commercial property improvement means any structure or building not used or intended to be used for residential purposes.
- Residential property means any real property used for residential purposes, including single-family, duplex, and multifamily dwellings, nursing homes, rest homes, group care homes, and assisted living homes, or any residential subdivision.
- Residential subdivision shall mean any platted subdivision, on file in the plat records of the county clerk of Harris County, Texas, and pursuant to which the lots within the subdivision are restricted to a residential purpose included under the definition of residential property immediately above.
- Requirements. It shall be unlawful for any person to occupy any affected property without having first erected a buffering wall adjacent to the common boundary between

the affected property and any adjacent residential use property. No certificate of occupancy for a commercial property improvement shall be issued until construction of a required buffering wall is complete and in compliance with the requirements of this article.

- Location. The buffering wall shall extend the entire length of the common boundary between a residential property and the affected property, or for such distance as is sufficient to obscure the commercial property activity from any location on the residential property.
- Maintenance. A buffering wall shall be maintained by the owner of the affected property upon which the buffering wall is located for as long as the affected property is occupied.



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### PERMIT FEES EFFECTIVE

OCTOBER 1, 2024

Commercial Excavation/Grading/Fill:	\$50.00 plus \$10 per acre
Commercial Building or Site Development Permit: (Includes 3+ unit Multi-Family)	\$50.00 up to \$1,000.00 \$50.00 plus \$5.00 per \$1,000.00 up to \$50,000.00 \$250.00 plus \$4.00 per \$1,000.00 up to \$100,000.00 \$400.00 plus \$3.00 per \$1,000.00 up to \$500,000.00 \$1,500.00 plus \$2.00 per \$1,000.00 > \$500,000.00
Commercial Electrical Permit: (Includes 3+ unit Multi-Family)	\$50.00 plus \$1.00 per \$100.00
Commercial Plumbing Permit: (Includes 3+ unit Multi-Family)	\$50.00 plus \$1.00 per \$100.00
Commercial Irrigation Permit: (Includes 3+ unit Multi-Family)	\$100.00
Commercial HVAC/Mechanical/ Refrigeration Installation or Repair: (Includes 3+ unit Multi-Family)	\$50.00 plus \$1.00 per \$100.00
Fire Sprinkler System Permit: Up to 10 heads: 10 + heads: Fire Pump/Jockey Pump: Stand Pipe/Riser:	\$50.00 plus \$1.00 per \$100.00 \$10.00 \$10.00 plus \$1.00 per head \$100.00 \$25.00 each
Commercial Kitchen Suppression System Installation Permit:	\$50.00 plus \$1.00 per \$100.00
Underground Fire Line: Over 100 Feet:	\$50.00 plus \$1.00 per \$100.00 \$25.00
Fire Alarm: Up to 10,000 Sq. Ft. 10,000 - 100,000 Sq. Ft. 100,000 Sq. Ft.+ Panel	\$50.00 plus \$1.00 per \$100.00 \$100.00 plus \$1.00 per \$100.00 \$150.00 plus \$1.00 per \$100.00 \$50.00 each

Any other Fire Code Permit:	\$50.00 plus \$1.00 per \$100.00, minimum \$50.00 where valuation information not applicable
Fuel Tanks:	\$50.00 plus \$1.00 per \$100.00
Tank Installation:	\$25.00 per tank
Tank Removal:	\$25.00 per tank
Magnetic Egress Locks:	\$50.00 plus \$1.00 per \$100.00; over four (4) doors: additional fee of \$25.00
All Contractor Licenses:	\$100.00
Subdivision, Final, Development Short Form Plat Applications:	\$25.00 Application plus \$400.00 Submittal and \$100 Review
Residential Excavation/Grading/Fill:	\$50.00 plus \$10 per lot
Residential Building Permit:	\$50.00 plus \$0.32 per square foot of roof covered floor space, <i>Note:</i> Any provision of the International Residential Code, as adopted and amended by the City, requiring valuation information may be satisfied by information on the square footage of roof covered floor space for a particular job
Residential Electrical Permits	
New Construction:	\$150.00
Remodel Existing/Addition:	\$100.00
Exterior Lighting:	\$75.00
Accessory Building:	\$75.00
All Other/ Minimum:	\$50.00
Residential Plumbing Permits	
New Construction W/Gas:	\$250.00
New Construction:	\$150.00
Remodel Existing W/Gas/Addition:	\$200.00
Remodel Existing/Addition:	\$100.00
Swimming Pools/Spas:	\$75.00
Irrigation:	\$50.00
All Other/Minimum:	\$50.00
Residential HVAC/Mechanical/Refrigeration Permits	
New Construction:	\$150.00
Additions:	\$100.00
Replacing Furnace:	\$100.00
Replacing A/C:	\$75.00
All other:	\$50.00
Fence Permits	
Residential:	\$50.00 plus \$1.00 per 25 linear feet of fence
Commercial:	\$100.00 plus \$1.00 per 25 linear feet offence

Buffering Wall &/or Screening Wall permit:	\$100.00 plus \$1.00 per 25 linear feet offence/wall
Tree Removal Permits	
Residential:	\$50.00 for existing properties \$50.00 tree disposition plan review for existing properties \$100.00 for new construction \$100.00 tree disposition plan review for new construction
Commercial/Institutional:	\$100.00 for existing properties \$100.00 tree disposition plan review for existing properties \$200.00 for new construction \$200.00 tree disposition plan review for new construction
Home Owner Exemption Permit:	\$50.00 (requires proof of homestead exemption)
Re-Inspection Fee:	\$50.00 first re-inspection \$75.00 second re-inspection \$100.00 all subsequent re-inspections
Plan Review Fee:	½ Permit Cost
Demolition Permit:	\$50.00 up to 100,000 Cubic Feet \$0.50 per additional 1,000 Cubic Feet
Structure Moving Permit:	\$50.00
Burglar Alarm Permit:	Annual Fee: (1) Burglar & Hold Up Alarm a. Residential \$25.00 b. Commercial \$50.00 (2) Fire Alarm a. Residential \$25.00 b. Commercial \$50.00 (3) Combination Burglar, Hold-up & Fire a. Residential \$50.00 b. Commercial \$100.00
Sign Permit:	\$50.00 under \$1,000.00 \$100.00 over \$1,000.00
Plan Review:	½ Permit Cost
Tent Permit:	\$50.00 plus \$1.00 per \$100.00
Inspection fee:	\$10.00
Paint Booth:	\$50.00 plus \$1.00 per \$100.00
Per Booth:	\$25.00
Parade Permit:	\$50.00

Precious Metals Permit:	\$100.00
Game Room Permit:	\$1,000.00 plus \$15.00 per Machine
Game Machine Permit:	\$15.00 per Machine
Towing Permit:	\$150.00 per Vehicle Tag
Towing Operator License: Taxicab Permit:	\$50.00 per Driver
Taxicab Operator License:	\$50.00 per Driver
Transient Retail Business License:	\$50.00
Junk Dealer License Fee:	\$50.00
Food Establishment Discharge License:	\$100.00
Waste Hauler License:	\$100.00 Company \$25.00 per vehicle operating within the City for purposes of solid waste collection

**\*\*\* Any work that is performed prior to the issuance of required permits will result in the assessment of a fee equal to double the amount of all required permits. This shall be in addition to any citation issued by Code Enforcement and fine amount as ordered by the Municipal Court. \*\*\***

Certificate of Occupancy must be issued prior to moving into a nonresidential structure or a \$250.00 penalty will apply, payable by the permit holder and City of Humble; utilities will be disconnected, resulting in the assessment of disconnection and reconnection fees

COMMERCIAL PLAN SUBMITTAL CHECK LIST CONTINUED

Food Establishments:

Two (2) sets of plans containing the same as above.

APPROVED and Signed Submission to Harris County prior to review by

City of Humble - Harris County Health Department: (713) 439-6270

Fire Protection:

Fire Alarm:

IFC 2018, NFPA 72, NFPA 13, NFPA 13R must be followed at all times.

Texas Fire Alarm Technician (FAL) and/or Fire Alarm  
Planning Superintendent (APS) License Required.

Fire Sprinkler:

IFC 2018, NFPA 13, NFPA 13R, NFPA 72 must be followed at all times.

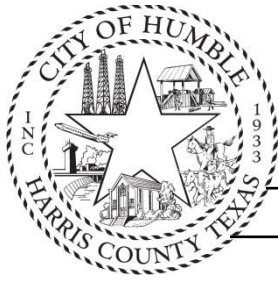
Texas Responsible Managing Employee-General License (RME-G) and/or  
Responsible Managing Employee-Underground (RME-U) License Required

Floodplain:

The City of Humble has adopted the two percent (2%) annual chance (500-year) flood level, necessitating mitigation measures up to and including the 500-year floodplain.

Development in the floodplain may require a Floodplain Development Permit, even when a construction permit is not required. If you are developing in a floodplain, please contact our office at 281-446-6228, for assistance with planning and developing in the floodplain.

For additional information regarding Flood Development Permits, please contact the building department office at 281-446-6228.



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## TECHNICAL CODE REQUIREMENTS

- Building:** 2018 International Building / Residential Code – No License Required
- Electrical:** 2017 National Electrical Code – Master and Contractor’s License Required.
- Plumbing:** 2018 International Plumbing Code – State License Required.
- H.V.A.C.:** 2018 International Mechanical Code – State License Required.
- Health Dept.:** Contact Harris County – (713) 439 – 6270
- Fire Sprinkler Protection:** 2018 International Fire Code – State License Required.
- Energy Conservation:** International Energy Conservation Code 2018
- 1) *Builder/Contractor must provide the municipality with a letter on company letterhead identifying the third-party inspector as well as company name.*
  - 2) *The Energy Code Inspector must provide the municipality with the following:*
    - a. *A copy of Valid Driver’s License*
    - b. *Business Card with company name, contact name, address and telephone number.*
    - c. *2018 Energy Certification*
  - 3) *Prior to certificate of occupancy, the following documents are required:*
    - a. *A certificate of elevation*
    - b. *2018 Energy Code compliance letter*






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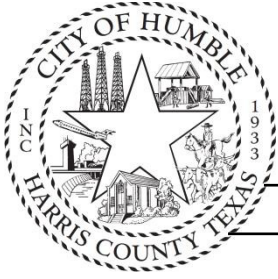
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## REQUIREMENTS FOR STATE MASTER LICENSE HOLDER &/OR CONTRACTOR TO REGISTER WITH THE CITY OF HUMBLE

1. **Complete Contractor's Registration Form online**  
<https://humble.portal.iworq.net/portalhome/humble>
2. **Certificate of Insurance, minimum \$250,000 coverage with The City of Humble as Certificate Holder.**
3. **Copies of current valid original documents respective to each contractor are required for registration, i.e. - TDLR Cards, Contractor's License, Master Plumber License, Valid U.S. government issued identification.**
4. **If the master electrician and contractor license holder are not the same license holders, each must register separately and identify their respective connection.**
5. **All contractors registering through the portal must include the notarized Letter of Acknowledgement (link to form on portal)**
6. **The notarized Letter of Acknowledgement is not required if the contractor and/or license holder appear in person to register or renew their respective license and identify himself/herself with a current valid U.S. government issued identification.**
7. **New registration and renewals are completed through the portal. (portal image below)**

Contractor Registration		
<p>Registration Application</p> 	<p>Please complete all information or the application may not be accepted. City Code requires all contractors working within the city limits to have a valid annual license.</p> <p>To complete registration, the following items are <b>REQUIRED</b> to be uploaded with application:</p> <ol style="list-style-type: none"><li>1. Certificate of Insurance with the City of Humble as the certificate holder</li><li>2. Copy of Texas Issued Masters or Equivalent Professional License</li><li>3. Required notarized form - <a href="#">CLICK HERE</a></li></ol>	<ol style="list-style-type: none"><li>1 Click on the  icon to begin.</li><li>2 Fill out all fields and attach required uploads.</li><li>3 Email the required items, or <b>registration is NOT COMPLETE</b>.</li></ol>
Contractor Renewals		
<p>Click to Renew</p> 	<p>To complete renewal, the following items are <b>REQUIRED</b> to be uploaded with renewal:</p> <ol style="list-style-type: none"><li>1. Certificate of Insurance with the City of Humble as the certificate holder</li><li>2. Copy of Texas Issued Masters or Equivalent Professional License</li><li>3. Required notarized form - <a href="#">CLICK HERE</a></li></ol>	<ol style="list-style-type: none"><li>1 Click on the icon to begin</li><li>2 Search your license by entity number</li><li>3 Click "View" then scroll and click "Renew"</li><li>4 Fill out the form and upload required files</li></ol>



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## **INSPECTIONS REQUIRED COMMERCIAL**

### **BUILDING/POOLS**

Slab/Rebar/Pour Backs

Driveway/Rebar

Gunite

Tilt Walls/Rebar

Brick Ties; Piers/Beams Framing:

Ceiling Cover

Final

### **ELECTRICAL**

T-Pole;

temporary

cut-in

Ground Slab

Underground

Rough In/Wall Cover

Ceiling Cover

Final

### **PLUMBING**

Underground

Sewer

Rough In

Top Out

Gas Test

Final

### **H.V.A.C.**

Duct Seal; Duct Smoke

Detector; Ceiling Cover

Final



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## COMMERCIAL PARKING REQUIREMENTS

**1. Auto Repair, Garage or Shop:**

One (1) parking space for each five hundred (500) square feet of floor area.

**2. Bowling Alley:**

Six (6) parking spaces for each bowling lane.

**3. Business or Professional Office, Studio, Bank, Medical or Dental Clinic:**

Three (3) parking spaces plus one (1) additional parking space for each three hundred (300) square feet of floor area over one thousand (1,000).

**4. Church or Temple:**

One (1) parking space for each four (4) seats in the main auditorium.

**5. Community Center, Library, Museum or Art Gallery:**

Ten (10) parking spaces plus one additional space for each three hundred (300) square feet of floor area in excess of two thousand (2,000) square feet.

**6. Dance Hall, Assembly or Exhibition Hall without fixed seats:**

One (1) parking space for each one hundred (100) square feet of floor area.

**7. Day Camp, Kindergarten or Day Nursery:**

One (1) parking space for each ten (10) pupils.

**8. Eating or Drinking Place (service to auto)**

Twelve (12) parking spaces plus one (1) parking space for each fifty (50) square feet of floor space over nine hundred (900) square feet.

**9. Furniture or Appliance Store, Hardware Store Wholesale Establishments, Machinery or Equipment Sales and Service, Clothing or Shoe Repair Shops:**

Two (2) parking spaces plus one (1) additional parking space for each three hundred (300) square feet of floor area over one thousand (1,000).

**10. High Schools:**

One (1) parking space for each four (4) seats in the main auditorium or seven (7) spaces for each classroom, whichever is greater.

**11. Hospital:**

One (1) parking space for each bed.

**12. Hotel:**

One parking space for each sleeping room.

**13. Lodge or Fraternal Organization:**

One (1) parking space for each two hundred (200) square feet of floor area.

**14. Manufacturing or Industrial Establishment, Research or Testing Laboratory, Creamery, Bottling Plant, Warehouse or Similar Establishment:**

One (1) parking space for each employee projected for the highest employment shift plus adequate space as determined by the Chief Building Official to accommodate all trucks and other vehicles used in connection therewith.

**15. Mortuary or Funeral Home:**

One (1) parking space for each fifty (50) square feet of floor space in chapel and other rooms open to the public.

**16. Open Retail Sales:**

One (1) parking space for each six hundred (600) square feet of site area exclusive of buildings.

**17. Restaurant, Night Club, Café or Similar Recreation or Amusement Establishment:**

One (1) parking space for each one hundred (100) square feet of floor open to the general public.

**18. Retail Store of Personal Service Establishment (free standing):**

One (1) parking space for each three hundred (300) square feet of floor area.

**19. Retail Stores or Shops in Building such as Shopping Centers and Malls:**

Exceeding six hundred (600,000) square feet of total retail space, one (1) parking space for each two-hundred fifty (250) square feet of floor area.

**20. Rooming or Boarding House:**

One (1) parking space for each sleeping room.

**21. Sanitarium, Convalescent Home, Home for the Aged or similar Institution:**

One (1) parking space for each six (6) beds.

**22. School (except High School or College):**

One (1) parking space for each four (4) seats in the auditorium, or main assembly room or two (2) spaces for each classroom, whichever is greater.

**23. Sports Arena, Stadium or Gymnasium:**

One (1) parking space for each four (4) seats or seating spaces.

**24. Storage Unit Facilities:**

One (1) parking space for each forty (40) storage units.

**25. Theatre or Auditorium (except school):**

One (1) parking space for each (4) seats or bench seating space.

**26. Tourist Home, Cabin or Motel:**

One (1) parking space for each sleeping room.

**27. Veterinarian Office or Clinic:**

One (1) parking space for each three hundred (300) square feet of floor area.

## **Developing in the Floodplain – City of Humble, Texas**

### **Purpose of This Document**

This informational document is intended to assist property owners, developers, engineers, contractors, and design professionals with understanding requirements for development within floodplain areas in the City of Humble. It summarizes key concepts and highlights important provisions of the City of Humble Flood Damage Prevention Ordinance, as well as applicable Federal Emergency Management Agency (FEMA) standards.

Development within the floodplain is regulated to protect public safety, minimize flood damage, reduce impacts to neighboring properties, and maintain compliance with the National Flood Insurance Program (NFIP).

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### **Floodplain Regulation in the City of Humble**

The City of Humble has adopted floodplain management regulations that meet or exceed FEMA minimum standards. Notably:

- The City of Humble has adopted the two percent (2%) annual chance flood level (commonly referred to as the 500-year flood).
- As a result, mitigation measures are required for development located within the 500-year floodplain, not just the one percent (1%) annual chance (100-year) floodplain.

This higher regulatory standard is intended to provide additional protection against flood hazards and future flood risk.

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### **What Is Considered “Development”?**

Under FEMA regulations, and as incorporated into local floodplain ordinances, development is broadly defined.

#### **FEMA Definition of Development**

**Development** means *any man-made change to improved or unimproved real estate*, including but not limited to:

- Construction, reconstruction, or placement of buildings or structures
- Additions or substantial improvements to existing structures
- Filling, grading, excavation, or mining
- Paving, parking areas, and driveways
- Installation of utilities, utilities extensions, or infrastructure
- Placement of manufactured homes, recreational vehicles (when regulated), or temporary structures
- Storage of materials or equipment
- Any other activity that alters land surfaces or may affect flood flows

Because this definition is intentionally broad, activities that may seem minor can still be considered development and subject to floodplain regulations.

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### **Floodplain Development Permits**

#### **When a Permit Is Required**

Development within the floodplain may require a Floodplain Development Permit, even when a building permit or construction permit is *not* otherwise required.

Examples of activities that may require a Floodplain Development Permit include, but are not limited to:

- Grading, filling, excavating or cutting or clearing of trees
- Moving or storing materials commonly used for building, paving or construction
- Installation of driveways, sidewalks or parking areas
- Adding or replacing generators (generators, transfer switch panels and electrical components

- must be elevated or constructed with flood proof materials)
- Addition to a structure whether residential, commercial, temporary or accessory
- Adding, replacing or storing temporary structures, propane tanks, fuel tanks or cells
- Construction of fences, sheds, or accessory structures
- Utility work or site improvements
- Modifications to drainage patterns
- Interior construction, remodel, repair, replacement

**Permits are required prior to the start of any regulated development activity.**

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### **Mitigation and Compliance Requirements**

Depending on the location and nature of the proposed development, floodplain regulations may require:

- Elevation of structures above the adopted flood protection level
- Flood-resistant construction techniques
- Limitations on fill placement
- Compensatory storage or drainage considerations
- Protection of flood conveyance and flood storage areas
- Certification by a registered professional engineer or surveyor


Projects within the adopted 500-year floodplain may be subject to additional review and mitigation measures to reduce flood risk.

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### **Importance of Early Coordination**

Floodplain regulations can affect project feasibility, design, cost, and timelines. Early coordination with the City is strongly encouraged to avoid delays and ensure compliance.

If you are developing in a floodplain, please contact the City of Humble for assistance with planning and developing in the floodplain.

 **City of Humble – Floodplain Assistance**

**Phone:** 281-446-6228

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### **Additional Information**

For questions specifically related to **Floodplain Development Permits**, application requirements, or review procedures, please contact:

 **City of Humble Building Department**

**Phone:** 281-446-6228

City staff are available to help determine whether your property is located within a regulated floodplain and whether a Floodplain Development Permit is required.

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### **Frequently Asked Questions (FAQ)**

#### **How do I know if my property is in a floodplain?**

Floodplain boundaries are shown on FEMA Flood Insurance Rate Maps (FIRMs), which are used by the City of Humble to regulate development. The National Flood Hazard Layer (NFHL) is available on the FEMA website and can be accessed via the following link: <https://www.fema.gov/flood-maps/national-flood-hazard-layer>. Alternatively, you may copy and paste this URL into your web browser. Once on the site, click on the NFHL Viewer. You can then enter the specific address of the property in question. The viewer will generate a map indicating the location and determine whether it falls within a designated floodplain.

City staff can assist you in determining whether your property is located within the 1% (100-year) or 2% (500-year) annual chance floodplain.

If you are unsure whether your property is in a floodplain, contact the City of Humble for assistance before beginning any development activity.

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**Do I need a Floodplain Development Permit if I am not building a structure?**

Yes. A Floodplain Development Permit may be required even when no building or construction permit is required. Activities such as grading, filling, paving, installing driveways, placing accessory structures, or modifying drainage patterns may all be considered development and subject to floodplain regulations.

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**What if my project is small or minor?**

Under FEMA and local regulations, there is no minimum size threshold for development in the floodplain. Even minor or temporary activities may require review to ensure they do not increase flood risk or negatively impact adjacent properties.

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**Why does the City of Humble regulate the 500-year (2% annual chance) floodplain?**

The City of Humble has adopted a higher regulatory standard by including the 2% annual chance (500-year) floodplain. This approach provides additional protection to life and property, reduces future flood losses, and helps account for increased flood risk due to development and changing conditions.

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**What types of mitigation measures may be required?**

Mitigation requirements vary based on the location and nature of the development but may include elevating structures, limiting fill, using flood-resistant materials, providing compensatory storage, or ensuring that flood flows are not obstructed. City staff can help explain applicable requirements during the review process.

**Calculate Total Net Volume Below BFE:** The total volume to be mitigated is:

$$\begin{aligned} & \text{"Volume of Fill"} + \text{"Volume of Slab"} + \text{"Volume of Foundation/Walls"} \\ & = \text{"Total Displaced Volume"} \end{aligned}$$

**1:1 Mitigation Requirement:** The developer must excavate an equal volume of earth (1:1) from the same floodplain area to compensate for the displacement.

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**When should I contact the City regarding floodplain requirements?**

You should contact the City as early as possible in the planning process—before design or construction begins. Early coordination can help identify requirements, reduce delays, and avoid costly changes later.

 **City of Humble – Floodplain Assistance**

**Phone:** 281-446-6228

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**Who do I contact for Floodplain Development Permit information?**

For questions regarding Floodplain Development Permits, application requirements, or review procedures, please contact:

 **City of Humble Building Department**

**Phone:** 281-446-6228

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**Disclaimer**

This document is provided for informational purposes only and does not replace or supersede the City of Humble Flood Damage Prevention Ordinance, FEMA regulations, or any other applicable local, state, or federal requirements. Property owners and developers are responsible for ensuring full compliance with all applicable regulations.