



## TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

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SUBJECT: Certificate of Occupancy

To Whom It May Concern:

Travis County does not issue **Certificates of Occupancy (CO)** for properties located outside the **FEMA 100-year floodplain**. Travis County will only issue a **Certificate of Occupancy (CO)** if the following two conditions apply: the property is in the **FEMA 100-year floodplain** AND the permittee has proven that the structure is built one foot above the **Base Flood Elevation (BFE)** of the floodplain. The required proof is an **Elevation Certificate (EC)** stamped by a **licensed engineer or surveyor (PE, RPLS)** turned in to this office. For public and commercial buildings, a **Certificate of Compliance** from the **Travis County Fire Marshals Office** may be required prior to occupancy. Please contact the **Fire Marshals Office** at **(512) 854-4621** for more information on **Certificates of Compliance**.

If we can be of any further assistance, please do not hesitate to contact this office.

Sincerely,

Stacey Scheffel  
Floodplain Manager  
Planning and Engineering Services

Permits Staff Contacts:  
512-854-4215

SS:kt