

COUNTY OF GALVESTON

Galveston County Private Property Debris Removal Program

The following is a summary of the process for removal of Hurricane Ike-generated debris from private property in the unincorporated areas of Galveston County. Each application will be reviewed on a case-by-case basis for qualification. The following criteria must be met by each property owner wanting to participate:

Property Owner Requirements for PPDR Program:

- **Must state why they are unable to move the debris to the Right of Way**
- **Debris must create a health and/or safety hazard for the area, not just to the property itself**
 - **Fire**
 - **Disease**
 - **Rodents**
 - **Other**
- **Must provide proof of ownership of property in question, such as:**
 - **Current tax information**
 - **Warranty deed (Required for Demolition of Structure)**
 - **Galveston Central Appraisal District information**
 - **Other**
- **Must provide copies of insurance coverage. Liens may be filed on properties cleaned by the County.** Intentionally misstating the facts on the right of entry agreement is a 3rd degree felony and may subject you to civil and criminal penalties.
 - **Flood insurance**
 - **Windstorm insurance**
 - **Homeowners/renters insurance**
- **Must complete and return the Galveston County Right of Entry Agreement no later than December 31, 2008**
- **Must mark property address that is clearly visible from the county right of way**
- **Must, if safe and feasible to do so, mark or designate:**
 - **Sewer lines**
 - **Water lines**
 - **Septic systems**
 - **Other utility lines**

County Requirements for PPDR Program:

- Implement the Nuisance Abatement Program
- Create a file with above documents
- Conduct a site visit documenting health and safety hazards, photographing, and recording latitude and longitude
- Provide a copy of each file to FEMA and/or the State of Texas

FEMA Requirements to Approve Individual PPDR:

- Review paperwork submitted by Galveston County
- Conduct a separate site visit of each specific property
- Approve or deny PPDR

County Procedures upon Site Approval by FEMA and State Historic Preservation Officer:

- County Contractor will remove the debris, including sand on Bolivar Peninsula, at the expense of Galveston County. Debris will be removed; however, land will not be graded. There may be ruts and holes on the property resulting from the heavy equipment used to remove the debris.
- Follow up site visit will document completion of debris removal, including photographs
- Copies of all documentation must be submitted to FEMA for reimbursement

PPDR Hotline Call 800-679-2325

Application Checklist and Coversheet
For Private Property Debris Removal

The following items must be included in your application packet:

Initial on each line below

- _____ Signed and completed Right of Entry document, (must be notarized); If you are a renter, a separate form must be submitted from the property owner;
- _____ Copy of your insurance policy, if insured;
- _____ Proof/Statement of loss from the insurance company, if insured;
- _____ Include a copy of your drivers license or valid identification, and tax statement;
- _____ Include a description of the specific debris problem on your property.

YOU MUST ALSO VERIFY YOU HAVE COMPLETED THE FOLLOWING ACTIONS:

- _____ Remove all personal property from the location from which debris is being removed;
- _____ Clearly mark all easements, underground utilities, and septic tanks/fields (use of brightly colored spray paint is acceptable);
- _____ I have read and understand the Galveston County Private Property Debris Removal and Demolition Policy.

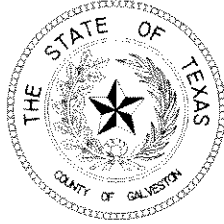
Print name

Owner Signature

Physical Address

Date

City Zip Code



COUNTY OF GALVESTON

ROE No. _____	Use Ballpoint or roller ball pen:	GPS Location: Longitude: _____ Latitude: _____
Property Address/Description	_____	
Name (Owner or Tenant)	_____	
City	_____	

RIGHT-OF-ENTRY ON PRIVATE PROPERTY

Right of Entry

I certify that I am the owner, or an owner's authorized agent, of the property described above. I grant, freely and without coercion, the right of access and entry to said property to the United States Government, including but not limited to the US Army Corps of Engineers and the Federal Emergency Management Agency (FEMA), the State of Texas, County of Galveston (eligible applicant), and each of their agencies, agents, contractors, and subcontractors, for the purpose of removing and/or clearing any or all storm-generated debris, including demolition and removal of unsafe structures, from the above-described property.

Hold Harmless

I understand that this permit is not an obligation upon the government to perform debris removal and/or demolition. I agree to indemnify and hold harmless the United States Government, the US Army Corps of Engineers, FEMA, the State of Texas, County of Galveston, and any of their agencies, agents, contractors, and subcontractors, for damages of any type whatsoever, either to the above-described property or to persons situated thereon. I release, discharge, and waive any action, either legal or equitable, that might arise by reason of any action of the above entities. I will mark any sewer lines, septic tanks, water lines, and utilities located on the described property.

Duplication of Benefits

Most homeowner's insurance policies have coverage to pay for removal of storm-generated debris and/or demolition. I understand that Federal law (42 United States Code 5155 et seq.) requires me to reimburse the Federal government, through the County of Galveston (eligible applicant), the cost of removing the storm-generated debris and/or demolition to the extent covered in my insurance policy. I also understand that I must provide a copy of the proof/statement of loss from my insurance company to the County of Galveston (eligible

applicant). If I have received payment, or when I receive payment, for debris removal and/or demolition from my insurance company, or any other source, I agree to notify and send payment and proof/statement of loss to the County of Galveston (eligible applicant) for final recovery by FEMA. I understand that all disaster related funding, including that for debris removal from private property, is subject to audit. (I/We) acknowledge(s) that information submitted will be shared with other government agencies, federal and nonfederal, and contractors, their subcontractors and employees for purposes of disaster relief management and for the objectives of this right of entry.

By signing this document, (I/we) certify that (I/we) (am/are) the owner of this property and/or that (I/we) (am/are) authorized to sign this right of entry.

For the consideration and purposes set forth herein, I hereby acknowledge this agreement by my dated signature below.

Signed this _____ day of _____, 20__:

All property owners must sign a Right of Entry form, attach additional notarized forms as needed

Print Name: _____

Print Name: _____

Signature: _____

Signature: _____

Mailing Address (if different from municipal address listed above)

Current Telephone Number(s)

Name of Insurance Company: _____

Policy Number: _____

Please do not remove the following items:

Notary Public's Signature

Galveston County Hurricane IKE Private Property Debris Removal & Demolition Policy

The Private Property Debris Removal & Demolition Program in Galveston County will be available to the unincorporated areas in the county.

Per FEMA regulations:

Eligible debris removal work from private property includes removal of:

- Large piles of disaster-generated debris in the living, recreational, and working areas of properties in urban, suburban, and rural areas, including large lots.
- Disaster-generated debris obstructing primary ingress and egress routes to improved property.
- Disaster-damaged limbs and leaning trees in danger of falling on improved property, primary ingress or egress routes, or public rights-of-way.
- Hazardous tree removal is eligible only if the tree is greater than six inches in diameter (measured at diameter breast height) and:
 - has more than 50% of the crown damaged or destroyed, or;
 - has split trunk or broken branches that expose heartwood, or;
 - the tree itself is leaning at an angle greater than 30 degrees and shows evidence of ground disturbance.
- Hazardous limb removal is eligible only if the limb is greater than two inches in diameter measured at the point of break.
- Debris created by the removal of damaged interior and exterior materials from improved property.
- Household hazardous wastes (such as household cleaning supplies, insecticides, herbicides, etc.)
- Disaster-generated debris on private roads and streets of a gated community, provided that the removal of the debris has become the legal responsibility of the County.

Ineligible debris removal work on private property includes the removal of:

- Debris from vacant lots, heavily wooded areas, unimproved property, and unused areas.
- Debris on agricultural lands used for crops or livestock.
- Concrete slabs or foundations-on-grade.
- Reconstruction debris consisting of materials used in the reconstruction of disaster-damaged improved property.

Demolition of Structures

The demolition of unsafe privately owned structures and subsequent removal of demolition debris may be eligible when the following conditions are met:

- The structures were damaged and made unsafe by the declared disaster, and are located in the area of the disaster declaration;
- The structures are determined to be unsafe and pose an immediate threat to the public. An unsafe structure is a non-commercial or non-industrial structure that threatens the life, health or safety of the public because the structure is so damaged or structurally unsafe that partial or complete collapse is imminent. This certification may be made by the State or local government's building inspector and may be based on a structural assessment in accordance with local ordinances and building codes;
- The owner ***does not*** have flood insurance under NFIP;
- The structure must have sustained 50% or more substantial damage using Galveston County Appraisal District market value assessment;

Eligible Demolition Costs

Eligible costs associated with the demolition of private structures may include, but are not limited to:

- capping wells;
- pumping and capping septic tanks;
- filling in below ground swimming pools;
- testing and removing hazardous materials from unsafe structures including asbestos and household hazardous wastes;
- securing utilities (electric, phone, water, sewer, etc.);
- securing permits, licenses, and title searches. Fees for permits, licenses, and titles issued directly by the County are not eligible unless it can be demonstrated that the fees are above and beyond administrative costs; and/or
- demolition of disaster-damaged outbuildings such as garages, sheds, and workshops determined to be unsafe.

Ineligible costs associated with the demolition of private structures include:

- removal of slabs or foundations, except in very unusual circumstances, such as when disaster-related erosion under slabs on a hillside causes an immediate public health and safety threat; and/or
- removal of pads and driveways.
- Structures condemned as safety hazards before the disaster are not eligible for demolition and subsequent demolition debris removal under Public Assistance grant authority.

Commercial Property

The removal of debris from commercial property and the demolition of commercial structures are generally not eligible for Public Assistance grant funding. It is assumed and expected that these commercial enterprises retain insurance that can and will cover the cost of debris removal and/or demolition. Removal of debris or demolition on commercial property will have to be reviewed on a case by case basis in conjunction with FEMA.

Industrial parks, private golf courses, commercial cemeteries, apartments, condominiums, and mobile homes in commercial trailer parks are generally considered commercial property.

How do I apply?

Galveston County residents qualifying for the Private Property Debris Removal Program should pick up an application packet on the Galveston County website at www.gcoem.org or www.co.galveston.tx.us . Application packets can also be picked up on the Bolivar Peninsula at Beck PPDR trailer at the Crystal Beach Annex; in San Leon at Bayshore Spillway Park or San Leon MUD; Bacliff MUD, Precinct 7 building; Bayview MUD; WCID #19; and the West County Building. **The completed application packets must be turned in at either the Crystal Beach or Bayshore Spillway Park locations. Packets may also be mailed to Galveston County Office of Emergency Management at 1353 FM 646 W, Suite 302, Dickinson, TX 77539 no later than December 31, 2008.**

Application Process

1. Obtain Application Packet.
2. Complete items on Application Checklist
3. Return completed packets as noted above.
4. Packets will be processed by BECK and a submittal form issued to applicant.
5. Packet reviewed by BECK.
6. Site inspections with drawings, pictures and gps for each location and issuance of hazard letter.
7. Once FEMA, Environmental, and SHPO approves each case, debris pickup process may start.

*Submission of an Application Packet does not automatically qualify an applicant for debris removal under this program. Each case has to be reviewed.

What do I bring with me when I apply?

To speed up the application process, you can bring the following with you when you apply:

1. Copy of your insurance policy (if insured)
2. Proof/Statement of loss from insurance company (if insured)
3. Copy of driver's license or valid identification, warranty deed, or tax statement
4. Written description of the debris on your property and why you need help removing it.

What if I do not own the property, but I rent the property?

If you are renting the property, we need TWO Right of Entry forms: One from the RENTER AND One from OWNER.