

*Floodplain Development Permit
Application for «Community»*

OFFICE USE ONLY

Date Received: _____

File Number: _____

SECTION I: Applicant and Project Information

GENERAL INFORMATION

1. No work of any kind may begin in a floodplain until a floodplain development permit is issued.
2. The permit may be revoked if any false statements are made in this application.
3. If revoked, all work must cease until a permit is re-issued.
4. The development may not be used or occupied until a Certificate of Compliance is issued.
5. The permit will expire if no work is commenced within 6 months of the date of issue.
6. The permit will not be issued until any other necessary local, state or federal permits have been obtained.

By signing and submitting this application, the Applicant gives consent to the local Floodplain Administrator or his/her representative to make reasonable inspections prior to the issuance of a Certificate of Compliance.

By signing and submitting this application, the Applicant certifies that all statements contained in SECTION I of the application, and in any additional attachments submitted by the Applicant, are true and accurate.

OWNER INFORMATION

Property Owner: _____ Mailing Address: _____

Telephone Number: _____

Email Address: _____

Signature of Property Owner: _____ Date: _____

APPLICANT INFORMATION

Applicant: _____ Brief project description: _____

Telephone Number: _____

Email Address: _____

Signature of Applicant: _____

PROJECT INFORMATION

Project Address: _____

Subdivision: _____

Lot: _____

Block: _____

PROJECT INFORMATION (continued)

Type of Structure:

- Residential
- Garage/Shop
- Non-Residential
 - Elevated
 - Floodproofed
- Combined Use (Residential and Non-Residential)
- Manufactured Home

Type of Structural Activity:

- New Structure
- Addition to Existing Structure*
- Alteration of Existing Structure*
- Relocation of Existing Structure **
- Demolition of Existing Structure
- Replacement of Existing Structure**

*** Substantial Improvement**

If the fair market value of an addition or alteration to a structure equals or exceeds 50% of the value of the structure before the addition or alteration, the entire structure must be treated as a substantially improved structure.

Substantial Improvement Evaluation:

Cost of Improvement (a): \$ _____

Market Value of the Building (b) : \$ _____

Percent of Value Change (a/b): _____ %

Disclaimer: Substantial Improvement Evaluation must be supported by project cost documentation and approved market evaluation. Attach supporting documentation.

**** Relocation or Replacement**

A relocated structure or a structure being replaced must be treated as new construction.

Other Development Activities

- Excavation (not related to a structural development)
- Clearing
- Placement of Fill Material
- Grading
- Mining
- Drilling
- Dredging
- Watercourse alteration
- Drainage improvement (including culvert work)
- Individual water or sewer system (not included to a structural development listed above)
- Roadway or bridge construction
- Specify other development not listed above:

PROPERTY OWNER SIGNATURE

I certify that to the best of my knowledge the information contained in the application is true and accurate.

Signature of Property Owner:

Date:

SECTION II: (To be completed by Floodplain Administrator)

FLOOD INFORMATION

1. The proposed development is located on FIRM map panel: _____ (number and suffix)
2. Effective date on the FIRM: _____
3. The proposed development is located in Zone _____
4. Is the proposed development located within the regulatory floodway: No Yes
*(New residential structures, additions, and substantial improvements prohibited;
Non-residential: Attach Completed Engineer's Hydraulic Analysis for a No-Rise Certificate)*

Structural Development

For structures, the provisions of the flood ordinance specify that the lowest floor be elevated one foot or more above the base flood elevation (BFE).

Base Flood Elevation: _____ NGVD 29 NAVD 88 Unknown (Zone A)

Lowest Floor Elevation for the proposed development is: _____ NGVD 29 NAVD 88

Source of Base Flood Elevation: FIRM FIS or other: _____

The following documents are required:

- An Elevation Certificate (Finished Construction) *
- Site Plan (Showing location of SFHA and development)

The following documents may be required:

- Floodproofing Certificate * – required if floodproofing a non-residential structure
- A No-Rise Certificate * – if any of the proposed non-residential development is in a “regulatory floodway”
- An elevation study showing BFEs on developments/ subdivisions exceeding 50 lots or 5 acres in Zone A

** Certificates require completion by a Professional Land Surveyor or Registered Professional Engineer as indicated.*

SECTION III: (To be completed by Floodplain Administrator)

Permit Determination

I have determined that the proposed development: IS IS NOT (non-conformance described in separate document) in conformance with the local Flood Damage Prevention Ordinance.

The Floodplain Development Permit: IS IS NOT (denials are described in separate document) issued subject to any conditions attached to and made part of this permit.

Signature of Floodplain Administrator: _____ Date: _____

CONDITIONS:

1. All enclosures below the BFE shall have a minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area. The bottom of all openings shall be no higher than one foot above grade.
2. All mechanical devices, plumbing, and electrical systems shall be installed above the BFE.
3. An updated Elevation Certificate with the as-built elevations is required upon project completion.
4. Enclosures below the BFE shall be used only for parking, building access, and limited storage.
- 5.
- 6.

SECTION IV: (To be completed by Floodplain Administrator)

Administrative

Final documentation verifying compliance with ordinance

Elevation Certificate attached (Finished Construction)

As-Built lowest floor elevation: _____ NGVD 29 NAVD 88

Work Inspected by: _____

Certificate of Compliance

Certificate of Compliance is issued and the development is found to be in compliance with all applicable ordinances.

Signature of Floodplain Administrator

Date