

# Floodplain Development Permit Application

Building Permit #	FIRM Panel #	FIRM Date
Applicant's Name		Owner's Name
Address		Address
Phone #		Phone #
Property Location		
Subdivision	Tax #	Parcel #

## Description of Work (Check all applicable boxes)

### A. Structural Development

**Activity**

- New Structure
- Addition
- Renovations/Repairs/  
Maintenance

**Structure Type**

- Residential (1-4 Family)
- Residential (4+ Family)
- Non-Residential (Floodproofing? Yes)
- Manufactured Home

### B. Other Development Activities

- Paving     Grading     Filling     Mining
- Excavation (Except for Structural Development Checked Above)
- Watercourse Alteration (Including Dredging and Channel Modifications)
- Drainage Improvements (Including Culvert Work)
- Road, Street, Bridge Construction
- Subdivision (New or Expansion)
- Individual Water or Sewer System
- Other (Please describe) \_\_\_\_\_

### **To be Completed by Local Administrator**

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <b>Yes</b>               | <b>No</b>                |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the development located in a Special Flood Hazard Area?<br>If yes, complete below:   |
|                          |                          | a. FIRM Panel No. _____ FIRM Date: _____ Flood Zone: _____  |
|                          |                          | b. Base Flood Elevation: ___feet <input type="checkbox"/> NGVD29 <input type="checkbox"/> NAVD88 <input type="checkbox"/> BFE not available |

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Is the development located in the designated floodway? |
|--------------------------|--------------------------|--|

**Substantial Improvement Determination**

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | a. Cost of Improvement/Cost to Repair: \$ _____                |
|                          |                          | b. Present Market Value of Structure: \$ _____                 |
|                          |                          | c. Ratio of Cost to Market Value: _____ %                      |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the development a substantial improvement? (50% or greater) |

- All applicable Federal and State permits received? Cannot issue floodplain permit until all are received.

**Additional Information Required**  
**To be Completed by Local Administrator**

The applicant must submit the documents checked below before the application can be processed.

- A Site Plan showing the location of all existing and proposed structures, water bodies, adjacent roads, lot dimensions, 100-year floodplain boundary, and floodway boundary, if applicable, and proposed development.
- Development plans, drawn to scale, including where applicable: details for anchoring structures, types of flood damage-resistant materials used below the first floor, details of floodproofing of utilities located below the first floor, and details of enclosures below the first floor.
- A certified and completed Elevation Certificate that includes the proposed elevation of lowest floor (including basement). Applicant must submit the Elevation Certificate before construction (based on construction drawings), when building is under construction (before lowest floor is completed), and when construction is finished (as-built elevations).
- A certified and completed Floodproofing Certificate for floodproofed non-residential structures.
- For substantial improvements, the actual costs of construction (include all applicable costs including volunteer labor and donated supplies) and Pre-Improvement/Damage Market Value of only the structure (market appraisal or adjusted assessed value before improvement or, if damaged, before the damage occurred).
- Subdivision or other development plans. (If the subdivision is greater than 50 lots or 5 acres, whichever is lesser, the applicant must provide the Base Flood Elevation in the plans).
- Plans showing the extent of watercourse relocation and/or landform alteration.
- Certification from a registered engineer that the proposed activity in a Zone AE or A1-30 with no designated regulatory floodway will not result in an increase of more than one foot in the height of the Base Flood Elevation. A copy of all data and hydraulic/hydrologic calculations supporting this finding must also be submitted.
- Certification from a registered engineer that the proposed activity in a regulatory floodway will not result in any increase in the height of the Base Flood Elevation. A copy of all data and hydraulic/hydrologic calculations supporting this finding must also be submitted.
- Other: \_\_\_\_\_

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