FLOODPLAIN PERMIT APPLICATION

The floodplain permit is required as part of the evaluation process for all proposed construction activities and their associated impacts within regulated floodplains or Special Flood Hazard Areas (SFHAs). All activities shall comply with the requirements of the municipality's Floodplain Ordinance. The floodplain requirements are designed to help protect lives, property, reduce flood damage, and ensure the Municipality's continued participation in the National Flood insurance Program (NFIP).

Any person/party undertaking a project located within a designated floodplain must obtain a floodplain permit prior to commencing any work. As defined by FEMA under Title Code of Federal Regulations part 59.1, development is defined as: *Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage or equipment or materials*. Additional activities that are considered development include but are not limited to: alterations of a structure through additions, demolition, and remodeling; fences; retaining wall; moving or placement of manufactured or mobile homes; campgrounds; storage of equipment, vehicles, or materials (e.g., storage yards, salvage yards, etc.).

Floodplain areas are identified on the Flood Insurance Rate Maps (FIRMs) prepared by FEMA, and include, but are not limited to:
Special Flood Hazard Areas (SFHAs) Zones A, AE, A1-A30)
Floodways

The applicant should understand that issuance of a floodplain permit does not exempt them from applying for the required zoning and building permits for the proposed project.

REQUIRED DOCUMENTATION:

The following information that is selected must be provided along with this application:

- ☐ Tax assessor map
- ☐ Cost of the proposed project (itemized list on page 3)
- ☐ Maps and/or plans showing the location, scope and extent of development
- ☐ An elevation study showing Base Flood Elevations (BFEs) on developments exceeding 50 lots or 5 acres in Special Flood Hazard Zone A
- ☐ Floodproofing Certificate: Certificate and supporting documentation for non-residential structures only
- ☐ Documentation showing compliance with the Endangered Species Act
- ☐ No-Rise Certificate: Certificate and supporting documentation if the proposed development is within a "regulated floodway"
- ☐ Elevation Certificate
    - Constructional Drawing
    - Building Under Construction
    - Finished Construction
- ☐ Grading plans
- ☐ Detailed hydraulic and hydrology model for development in Special Flood Hazard Zone A
- ☐ Conditional Letter of Map Revision (CLOMR)
- ☐ Structure valuation documentation
- ☐ Non-conversion agreement: Required for all structures that are constructed with an enclosure
- ☐ Wetland Permit from the U.S. Army Corps of Engineers (if required)
- ☐ Copies of all federal, local and state permit that may be required
- ☐ Manufactured home anchoring certificate: Certificate and supporting documentation used to provide the certification
- ☐ Other:

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FLOODPLAIN PERMIT APPLICATION

PROJECT INFORMATION:

Applicants must provide detailed cost information for the proposed project including but not limited to repairs, alterations, and improvements. The following information is a generalized breakdown of items which should have a value provided:

1. All Structural elements:
    a. Footing, Pilings, Foundation
    b. Concrete slabs including monolithic
    c. Bearing Walls
    d. Trusses
    e. Floors
    f. Ceilings
    g. Decks
    h. Interior partition walls
    i. Exterior wall finishes (e.g., stucco, brick, siding, etc.)
    j. Windows and Doors
    k. Roofing materials
    l. Hardware
2. All Interior Finishes:
    a. Floor coverings (e.g., tile, laminate, wood, etc.)
    b. Bathroom finishes
    c. Wall finishes (e.g., paint, plaster, stucco, paneling, etc.)
    d. Cabinetry (e.g., kitchen, bathroom, utility, etc.)
    e. Built-in finishes (e.g., bookcases, cabinets, furniture, etc.)
    f. Hardware
3. All Utility and Service Equipment
    a. HVAC
    b. Plumbing and electrical services
    c. Lighting fixtures
    d. Ceiling fans
    e. Built-in kitchen appliances
    f. Central vacuum systems
    g. Water filtration, conditioning, or recirculation
4. Cost to demolish storm-damaged building components
5. Labor and other associated costs with moving or altering undamaged building components to accommodate improvements or additions
6. Overhead and profits

The following items are to be excluded from the cost of project submission: *Plans and specifications; survey costs; permit fees; post-storm debris removal and clean up; outside improvements including landscaping, sidewalks, fences, yard lights, swimming pools, gazebos, and sheds; and landscape irrigation systems.*

FLOODPLAIN PERMIT APPLICATION

By completing this application, I recognize that the proposed project is within a designated floodplain, and as such, must comply with all applicable local, state, and federal regulations. I hereby give consent to the local Floodplain Administrator and their representative (including state and federal agencies) to make reasonable inspections required to verify compliance. I further acknowledge that the project will be designed to minimize any potential drainage onto surrounding properties and will be responsible for any drainage issues that may arise.

I, the applicant, certify that all statements herein and in attachments to this application are, to the best of my knowledge, true and accurate. Furthermore, I have read and understand the relevant Floodplain Ordinance for my municipality and will adhere to the ordinance requirements. I will or have already obtained all necessary state, federal, and local permits for the proposed project.

_____

Signature of Permit Applicant

_____

Print Name

_____

Date