



### FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

Date Submitted: \_\_\_\_\_ Parcel Number: \_\_\_\_\_ Permit #: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

Name of Owner: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Address of Owner: \_\_\_\_\_

Project Location/Directions: \_\_\_\_\_

**Description of Development:**

<input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> NON-RESIDENTIAL/COMMERCIAL	<input type="checkbox"/> MANUFACTURED/MOBILE
<input type="checkbox"/> New Construction <input type="checkbox"/> Addition/Significant Alteration <small>(Please see last page for calculations)</small> <input type="checkbox"/> <50% <input type="checkbox"/> >50%	<input type="checkbox"/> New Construction <input type="checkbox"/> Addition/Significant Alteration <small>(Please see last page for calculations)</small> <input type="checkbox"/> <50% <input type="checkbox"/> >50%	<input type="checkbox"/> On Single Lot <input type="checkbox"/> In Mobile Home Park
<input type="checkbox"/> WATER COURSE ALTERATION	<input type="checkbox"/> SUBDIVISION	<input type="checkbox"/> FILL
<input type="checkbox"/> BRIDGE/CULVERT	<input type="checkbox"/> CHANNELIZATION	<input type="checkbox"/> OTHER: _____

### PERMIT FEE: \$100.00

Attach to the application the following information as applicable:

- Plans in duplicate, drawn to scale showing the nature, dimensions, and elevations of the area in question;
- Existing or proposed structures, fill, storage of materials, drainage facilities; and,
- The location of the foregoing - ***specifically, the following information is required:***
  - 1) Mean Sea Level (MSL) elevation of the lowest floor (including basement) of all structures;
  - 2) MSL elevation to which any structure is flood proofed;
  - 3) Certification by a registered professional engineer or architect that the flood proofing methods meet the community flood proofing criteria;
  - 4) A description of the extent to which any watercourse will be altered or relocated;
  - 5) Base (100-year) flood elevation data for a development or subdivision greater than 50 lots or 5 acres;
  - 6) Copies of 404 Permit, Mined Land Reclamation Permit, discharge permit, air pollution control permit and other necessary state and federal permits;
  - 7) Certification by a registered professional engineer that development in the floodway will not result in the increase of flood levels during the occurrence of the base flood discharge;
  - 8) Any other information and plans necessary to show compliance with floodplain management regulations;
  - 9) Name, address and telephone number of the owner of the property affected; and,
  - 10) Legal description of the affected property.

Applicant and owner agree that as a condition of permit approval, applicant and owner will provide maintenance within an altered or relocated portion of any watercourse so that flood carrying capacity will not be diminished.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Owner

The following is to be completed by the Permit Official:

**FLOOD HAZARD DATA**

Watercourse Name: \_\_\_\_\_

The project is proposed in the:       Floodway       100 Year Floodplain (1%)

Base (100-year) flood elevation(s) (BFE) at project site:  
\_\_\_\_\_

Elevation required for: Lowest Floor \_\_\_\_\_ / Flood proofing \_\_\_\_\_

Source Document/Report/Maps: \_\_\_\_\_

**Proposal Review Checklist**

- Site development plans depict the floodway and base flood elevations (BFE)
- Engineering data is provided for map and floodway revisions
- Floodway certification and date document no increases in flood heights
- Subdivision proposals minimize flood damage and protect utilities
- Lowest floor elevations are 1' above the (BFE)
- Manufactured (mobile) homes are elevated and adequately anchored
- Non-residential flood proofing is 1' above BFE and designs meet NFIP water-tight standards
- Other: \_\_\_\_\_

**Public Works, Utilities, Community Development Manager Review**

Comments: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PERMIT ACTION**

- PERMIT APPROVED: The information submitted for the proposed project was reviewed and is in compliance with floodplain management standards and regulations (site development plans are on file).
- PERMIT DENIED: The proposed project does not meet floodplain management standards and regulations (explanation is on file).

Comments: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Development Documentation**

- MAP REVISION DATA.** Certified documentation by a registered professional engineer of as-built conditions for floodplain alterations were received and submitted to FEMA for a flood insurance map revision.
- FILL CERTIFICATE.** A community official certified the elevation, compaction, slope and slope protection for all fill placed in the floodplain consistent with NFIP regulations Part 65.5 for flood insurance map revisions.
- ELEVATION CERTIFICATE.** Certified as-built elevation of the building's lowest floor \_\_\_\_\_ ; An Elevation Certificate (Part II) completed by a registered professional engineer or land surveyor certifying this elevation is on file.
- FLOOD PROOFING CERTIFICATE.** Certified flood proofing level \_\_\_\_\_. A Floodproofed Elevation Certificate (Part II) completed by a registered professional engineer or land surveyor certifying this elevation is on file.
- CERTIFICATE OF OCCUPANCY ISSUED \_\_\_\_\_ (date).**

**CONDITIONS OF THIS PERMIT:**

- 1. This permit is issued only pursuant to the Floodplain Management Regulation requirements. All other applicable requirements of ordinances, regulations, statutes and laws of the town, county, state and federal governments shall apply in accordance with their terms.**
- 2. This permit does not grant any authority to enter upon the property of another.**
- 3. This permit may be revoked for failure to comply with the conditions hereof, misrepresentation of any of the information required in the application or failure to comply in all respects with the Floodplain Management Regulations.**

**CALCULATIONS FOR ADDITION OF SIGNIFICANT ALTERATION RESIDENTIAL**

**CALCULATIONS FOR ADDITION OF SIGNIFICANT ALTERATION COMMERCIAL**