

Name: _____

Address: _____

Floodplain Development Requirements

Information required to file Application to Develop in a Floodplain Permit:

Application Stage

- _____ a. A description of the proposed development.
- _____ b. Location of the proposed development sufficient to accurately locate property and structure(s) in relation to existing roads and streams.
- _____ c. A legal description of the property site.
- _____ d. For the reconstruction, rehabilitation, or improvement of an existing structure, or an addition to an existing building, a detailed quote and description of the total work to be completed including but not limited to interior work, exterior work, and labor as well as a certified valuation of the existing (pre-improved or pre-damaged) structure.
- _____ e. A letter from a licensed professional surveyor or engineer noting that an elevation reference benchmark has been established or confirmed for those projects requiring elevations to be met.
- _____ f. A site development plan showing existing and proposed development locations and existing and proposed land grades.
- _____ g. Verification that connection to either a public sewer system or to an approved on-site septic system is available and approved by the respective regulatory agency for proposed structures to be equipped with a restroom, kitchen or other facilities requiring disposal of wastewater.
- _____ h. Plans showing elevation of the top of the planned lowest floor (including basement) of all proposed structures in Zones A, AH and AE. Elevation should be in NAVD 88.
- _____ i. Plans showing elevation (in NAVD 88) to which any non-residential structure will be floodproofed.
- _____ j. Plans showing location and specifications for flood openings for any proposed structure with enclosed areas below the flood protection grade.
- _____ k. Plans showing materials to be used below the flood protection grade for any proposed structure are flood resistant.
- _____ l. Plans showing how any proposed structure will be anchored to resist flotation or collapse.
- _____ m. Plans showing how any electrical, heating, ventilation, plumbing, air conditioning equipment and other service facilities are designed and/or located. Elevation should be in NAVD 88.
- _____ n. Description of the extent to which any watercourse will be altered or relocated as a result of proposed development. A hydrologic and hydraulic engineering analysis is required, and any watercourse changes submitted to the Department of Natural Resources for approval. Once the Department of Natural Resources approval is obtained, a FEMA Conditional Letter of Map Revision must be obtained prior to construction (See Subsection 12.06.C.8 and Subsection 12.06.E for additional information.).

____ o. Any additional information, as requested by the Floodplain Administrator, which may be necessary to determine the disposition of a proposed development or structure with respect to the requirements of this Ordinance.

Construction Stage Requirements:

Upon establishment of the **lowest floor of an elevated structure or structure constructed on fill**, it shall be the duty of the applicant to **submit to the Floodplain Administrator a certification of the NAVD 88 or NGVD elevation of the lowest floor, as-built**. Said certification shall be prepared by or under the direct supervision of a registered land surveyor, professional engineer or architect and certified by the same. The Floodplain Administrator shall review the lowest floor elevation survey data submitted. **The applicant shall correct deficiencies detected by such review before any further work is allowed to proceed.**

Structures Constructed on Fill--A residential or nonresidential structures may be constructed on a permanent land fill in accordance with the following:

The fill shall be placed in layers no greater than 1-foot-deep before compacting to 95% of the maximum density obtainable with the Standard Proctor Test method or Modified Proctor Test method. **The results of the test showing compliance shall be retained in the permit file.**

The fill shall extend at least 5-10 feet beyond the foundation of the structure before sloping below the BFE.

The fill shall be protected against erosion and scour during flooding by vegetative cover, riprap, or bulk heading. If vegetative cover is used, the slopes shall be no steeper than 3 horizontal to 1 vertical.

The fill shall not adversely affect the flow of surface drainage from or onto neighboring properties.

Elevated Structures

Elevated structures with fully enclosed areas formed by foundation and other exterior walls below the flood protection grade shall be designed to preclude finished living space and designed to allow for the entry and exit of floodwaters to automatically equalize hydrostatic flood forces on exterior walls. Designs must meet the following minimum criteria:

Provide a minimum of two openings located in a minimum of two exterior walls (having a total net area of not less than one square inch for every one square foot of enclosed area).

The bottom of all openings shall be no more than one foot above the exterior grade or the interior grade immediately beneath each opening, whichever is higher.

Openings may be equipped with screens, louvers, valves or other coverings or devices provided they permit the automatic flow of floodwater in both directions.

Access to the enclosed area shall be the minimum necessary to allow for parking for vehicles (garage door) or limited storage of maintenance equipment used in connection with the premises (standard exterior door) or entry to the living area (stairway or elevator).

The interior portion of such enclosed area shall not be partitioned or finished into separate rooms.

General Information

Elevated structure means a non-basement structure built to have the lowest floor elevated above the ground level by means of fill, solid foundation perimeter walls, also called chain walls, pilings, or columns (posts and piers).

New construction or substantial improvements of elevated structures shall have the lowest floor at or above the FPG.

The interior grade of such an enclosed area shall be at an elevation at or higher than the exterior grade.

Finished Construction---Before Occupancy

Upon completion of construction, an elevation certification (FEMA Elevation Certificate Form 81-31 or any future updates) which depicts the “as-built” lowest floor elevation is required to be submitted to the Floodplain Administrator. If the project includes a floodproofing measure, floodproofing certification (FEMA Floodproofing Certificate Form 81-65 or any future updates) is required to be submitted by the applicant to the Floodplain Administrator.

Completed: _____

By signing below, I understand the requirements to build in a floodplain and the certifications needed before the structure can be occupied.

Contractor/Owner signature _____