



COMMUNITY DEVELOPMENT DEPARTMENT

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Floodplain Development Permit Application

Permit No. _____

I. Identification			
	Name	Mailing Address	Tel No.
1. Applicant			
2. Owner of Land			
3. Contractor			
I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his agent.			
Signature of Applicant		Address: Same as above ☐	Application Date
II. Type and selected Characteristics of Improvements			
A. CONSTRUCTION OR DEVELOPMENT 1. ☐ New Construction 2. ☐ Addition 3. ☐ Alteration 4. ☐ Repair-Replacement 5. ☐ Moving (relocation) 6. ☐ Other (please specify) _____ _____		B. TYPE OF SEWAGE DISPOSAL 1. ☐ Public or Private Company 2. ☐ Private (septic, tank, etc.) C. TYPE OF WATER SUPPLY 1. ☐ Public or Private Company 2. ☐ Private (well, etc.)	
III. Site Location			
At (Location-Street Address) _____			
Between (Cross Street) _____ And (Cross Street) _____			
SUBDIVISION _____ LOT _____ BLOCK _____ LOT SIZE _____			
☐ SITE LOCATED OUTSIDE IDENTIFIED FLOOD-PRONE AREA If the proposed activity is to be located outside the identified flood-prone area, the applicant is required to complete only sections IV and V.			
☐ SITE LOCATED WITHIN IDENTIFIED FLOOD-PRONE AREA If the proposed activity is to be located within the identified flood-prone area, the applicant is required to complete only sections IV, V, and VI.			
LOWEST FLOOR ELEVATION _____ 100 YEAR FLOOD ELEVATION _____ (including basement) (or estimate)			
IV. Brief Description of Proposed Project		V. Site or Plot Plan	
Estimated Starting Date _____		REQUIRED FOR ALL APPLICATIONS	
Estimated Completion Date _____		Attach a plan of the site showing the exact size and location of the proposed activity as well as any existing building or structures.	
Estimated Total Cost _____		REQUIRED WHEN APPLICABLE	
Description of Project _____ _____		Accurately delineate any area that is subject to flooding and the location of any existing stream improvements or protective works. Provide adequate documentation showing the extent of protection provided by such improvement or works. Submit copies of all plans and construction specifications for any proposed stream improvement or protective works, as well as all Commonwealth and Federal approvals and permits.	
NOTE: If the proposed work involves modification, alteration, reconstruction or improvements of any kind to an existing structure located within an identified flood-prone area, the building official may require an estimate of the market value for that structure in order to determine the extent of floodproofing required.			

VI. Minimization of Flood Damage	
Describe the methods and materials that will be use to minimize flood damage in accordance with all applicable municipal regulations and ordinances, Attach, plans and elevations in sufficient detail to enable the Permit Officer to determine that the proposed work will meet such applicable requirements. _____ _____	
I hereby certify that the proposed activity has been adequately designed to protect against flood damage and that the plans for the development of the site are in compliance with all rules and regulations of concerning construction within an identified flood-prone area. _____ Signature of Registered Engineer or Architect _____ Date	Seal
DO NOT WRITE BELOW THIS LINE	
VII. Approval	VIII. Disapproval
Date Approved _____ Floodplain Administrator _____ Floodplain Permit Certificate Number _____ Floodplain Permit Certificate Issue Date _____ OTHER PERMITS REQUIRED ☐ YES ☐ NO If yes, list below _____ _____	Proposed activity in the above application is disapproved because of the following: _____ _____ _____ Date Disapproved _____ _____ Building Permit Officer
Certification of Design and Construction This proposed design and construction of the referenced building, including foundations, breakaway walls, and placement of the lowest floor, meet the applicable standards contained in the community's floodplain management ordinance. The methods used in making the necessary loading calculations and in selecting the appropriate design and construction materials reflect currently acceptable engineering practices. Any modifications to these specifications and plans will invalidate this certification. _____ Signature _____ Date	

Office Use	Date Application Received for Review:		Received by:	Routed to:
	Missing Supporting Documents, if applicable:			
	Date Supplemental Info or Supporting Documents Received:			By:
	Date Application Emailed to City Engineer:		Date Report Received:	
	Permit Issuance Date:		Issued By:	