

SUBMISSION REQUIREMENTS FOR FLOODPLAIN DEVELOPMENT PERMIT

The following items are required to be submitted:

- 1) Completed Floodplain Development Permit application.
- 2) Drawings done by a Design Professional that include the following:

NOTE: This information may be supplied on the drawings included with the master permit however ALL information below must be included with those drawings.

a) **Site Plan** indicating: property lines, streets, existing and proposed structures and appurtenances, and floodplain boundaries, elevations of existing site conditions and landmarks such as the crown of the road, storm drainage structures etc. These elevations shall be clearly indicated with the measurement given in NGVD height.

b) **Building Plans** showing:

- proposed building elevations of all structures that are above or elevated to the level of the base flood elevation (BFE)
- the reference level of the lowest floor
- the type of foundation system
- the existence of an enclosure below the lowest floor
- information, including electrical and plumbing plans, regarding use of the area, location of openings, materials proposed for use in below-BFE enclosure
- the proposed elevation of the lowest floor in relation to the BFE
- the kind and potential use of the structure
- the height to which a non-residential structure is to be dry floodproofed and the complete list of floodproofing techniques to be used, described in writing with detailed drawings (also applies to existing lowest floor for substantially improved and substantially damaged structures).

c) Information clearly indicating the scope of the proposed work.

3) Required Certified Technical documents:

- a) For any nonresidential structures that are to be **floodproofed** according to National Flood Insurance Program (NFIP) standards, a statement from a registered professional engineer or Architect certifying that the design and methods of construction meet these standards.
- b) When an applicant designs an enclosure below the lowest floor using an alternative to the minimum standard for openings prescribed in the NFIP requirements, a registered professional Architect or Engineer must certify the design.
- c) An applicant proposing to construct a building in a **V zone** must supply a statement from a registered professional Architect or Engineer certifying the design and method of construction of the elevated building and the design of breakaway walls .