



## FLOODPLAIN DEVELOPMENT WORKSHEET

### **SECTION 1: Description of work (To be completed by the applicant. Check all that apply)**

#### **A. STRUCTURAL DEVELOPMENT**

ACTIVITY

- New Structure
- Addition
- Alteration
- Relocation
- Demolition
- Replacement

STRUCTURE TYPE

- Residential (1-4 Family)
- Residential (More than 4 Family)
- Non-residential (Flood proofing?)
- Combined Use (Residential & Commercial)
- Manufactured (Mobile) Home
- In Manufactured Home Park?

#### **B. OTHER DEVELOPMENT ACTIVITIES**

- Clearing                       Filling                       Mining                       Drilling                       Grading
- Excavation (Except for structural development checked above)
- Watercourse alteration (Including dredging and channel modifications)
- Drainage improvements (Including dredging and channel modifications)
- Road, street, or bridge construction
- Subdivision (New or expansion)
- Individual water or sewer system
- Other (Please specify) \_\_\_\_\_  
\_\_\_\_\_

I understand that all required state and federal permits must be obtained prior to any ground disturbing work and that the final certificate of occupancy/certification of use will only be issued so long as copies the necessary permits or letters stating that a permit is not required are provided.

Applicant's Signature \_\_\_\_\_

Print \_\_\_\_\_ Date \_\_\_\_\_

**AFTER COMPLETING SECTION 1, APPLICANT SHOULD SUBMIT FORM TO THE LOCAL ADMINISTRATOR FOR REVIEW**

**SECTION 2: Floodplain Determination (To be completed by the Administrator)**

The proposed development is located on FIRM Panel No. \_\_\_\_\_ Dated \_\_\_\_\_  
Attach FIRMette and/or best available map

The proposed development:

- Is NOT located on a Special Flood Hazard Area (Notify the applicant that the application review is complete and no floodplain development permit is required).
- Is partially located in the Special Flood Hazard Area, but building/development is NOT.
- IS located in a Special Flood Hazard Area  
FIRM zone Designation \_\_\_\_\_  
'100-Year' flood elevation at the site is \_\_\_\_\_ ft. NADV 1988
- Substantial Improvement       Yes       No (See SMC 13.12.105 Definitions)
- See Section 4 for additional instructions

Signed \_\_\_\_\_ Date \_\_\_\_\_

**SECTION 3: Additional Information Required (To be completed by Applicant)**

Applicant must submit documents below before the application can be processed:

- Hydrologic and Hydraulic Analysis
- Request for Conditional Letter of Map Revision (CLOMR)- As required by the Federal Emergency Management Agency( SMC 13.12.600 (E)(1))
- Habitat Impact Assessment and Mitigation Plan
- A site plan showing the proposed development, location of all existing structures, water bodies and drainage facilities within 300 feet, adjacent roads, lot dimensions, elevations, existing and proposed native vegetation, boundaries of the regulatory floodplain, Special Flood Hazard Area, floodway, riparian habitat zone, and channel migration area (delineated in accordance with SMC 13.12.300) and elevations of the 10-, 50-, 100-, and 500- year floods, where data are available (NADV 1988) (13.12.700 (D)). Proposed post development terrain at 1 one foot contour intervals with the SFHA (If grading, excavating or filling within the floodplain)
- Development plans, drawn to scale, and specifications, including where applicable: flood protection elevation, proposed elevation of lowest floor (including basement), proposed elevation of crawl space, proposed elevation of lowest horizontal structural members (in V zone only), proposed elevation of lowest and highest adjacent grade, details for anchoring structures, types of water resistant materials used below the first floor, and details of enclosures below the first floor.

Also \_\_\_\_\_

- Subdivision or other development plans. (If the subdivision or other development exceeds 50 lots or 5 acres, whichever is the lesser, the applicant must provide "100-year" flood elevations if they are not otherwise available.)
- Change in water elevation (in feet) \_\_\_\_\_ Meets ordinance limits on elevation increases  
 Yes  No
- Top of new compacted fill elevation \_\_\_\_\_ ft. NADV 88.

- Floodproofing protection level (non-residential only) \_\_\_\_\_ ft. NADV 88. For floodproofed structures, applicant must attach certification from registered engineer or architect.
- Certification from a registered engineer that the proposed activity in a regulatory floodway will not result in any increase in the height of the "100-year" flood. A copy of all data and hydraulic calculations supporting this finding must also be submitted.
- Other: \_\_\_\_\_  
\_\_\_\_\_

**SECTION 4: Permit Determination (To be completed by Administrator/Designee before Certification of Compliance is issued)**

I have determined that the proposed activity: A.  **Is** B.  **Is not**  
 in conformance with provisions of City Code # \_\_\_\_\_. The permit is issued subject to the conditions attached to and made part of this permit.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

If box A is checked, the Local Administrator may issue a Development Permit upon payment of designated fee.

If box B is checked, the Local Administrator will provide a written summary of deficiencies. Applicant may revise and resubmit an application to the Local Administrator or may request a hearing from Board of Appeals.

Application # \_\_\_\_\_

**APPEALS:** Appealed to Board of Appeals?  Yes  No

Hearing date: \_\_\_\_\_

Appeals Board Decision - Approved?  Yes  No

Reasons/Conditions: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**SECTION 5: Permit Determination (To be submitted by Applicant before Certification of Compliance is issued):**

The following information must be provided for structures that are part of this application. This section must be completed by a registered professional engineer or a licensed land surveyor (or attach a certification to this application). Complete 1 and 2 below.

1. Actual (As-Built) Elevation of the top of the lowest floor, including basement (in Coastal High Hazard Areas, bottom of lowest horizontal structural member of the lowest floor, excluding piling(s) and columns) is: \_\_\_\_\_ ft. NADV 88.

2. Actual (As-Built) Elevation of floodproofing protection is \_\_\_\_\_ ft. NADV 88.

**SECTION 6: Compliance Action (To be completed by Local Administrator):**

The LOCAL ADMINISTRATOR will complete this section as applicable based on inspection of the project to ensure compliance with the community's local law for flood damage prevention.

**INSPECTIONS**

DATE: \_\_\_\_\_ BY \_\_\_\_\_ DEFICIENCIES?  Yes  No

DATE: \_\_\_\_\_ BY \_\_\_\_\_ DEFICIENCIES?  Yes  No

DATE: \_\_\_\_\_ BY \_\_\_\_\_ DEFICIENCIES?  Yes  No

**SECTION 7: Certificate of Compliance (To be completed by Local Administrator):**

Certificate of Compliance issued:

DATE: \_\_\_\_\_ BY \_\_\_\_\_