# BOROUGH OF MARCUS HOOK
# FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

## SECTION 1: GENERAL PROVISIONS (APPLICANT to read and sign):

1. No work may start until a permit is issued.
2. The permit may be revoked if any false statements are made herein.
3. If revoked, all work must cease until permit is re-issued.
4. Development shall not be used or occupied until a Certificate of Compliance is issued.
5. The permit will expire if no work is commenced within six months.
6. Applicant is hereby informed that other permits may be required to fulfill local, state, and federal regulatory requirements.
7. Applicant hereby gives consent to the Local Floodplain Administrator or his/her representative to make reasonable inspections required verifying compliance.
8. I, THE APPLICANT, CERTIFY THAT ALL STATEMENTS HEREIN AND IN ATTACHMENTS TO THIS APPLICATIONS ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE.

APPLICANTS SIGNATURE: _____DATE:_____

## SECTION 2: PROPOSED DEVELOPMENT (to be completed by APPLICANT)

APPLICANT'S NAME _____ TELEPHONE #_____

ADDRESS_____

BUILDER: _____ TELEPHONE #_____

ADDRESS_____

ENGINEER: _____ TELEPHONE #_____

ADDRESS_____

## PROJECT LOCATION:

To avoid delay in processing the application, please provide enough information to easily identify the project location. Provide the street address, tax folio number, tax map number, legal description and the distance to the nearest intersecting road or well-known landmark. A Sketch attached to this application showing the project location would be helpful.

Property Address: _____

Tax Folio #: _____

Tax Map #: _____

**DESCRIPTION OF WORK (check all applicable boxes):**

A. STRUCTURAL DEVELOPMENT

| ACTIVITY | STRUCTURE TYPE |
|---|---|
| □ New Structure | □ Residential (1-4 Family) |
| □ Addition | □ Residential (More than 4 Family) |
| □ Alteration | □ Non-residential (Floodproofing? Yes) |
| □ Relocation | □ Combined Use (Residential & Commercial) |
| □ Demolition | □ Manufactured Home (In Park? _Yes) |
| □ Replacement | |

ESTIMATED COST OF PROJECT $ _____

B. OTHER DEVELOPMENT ACTIVITIES:

□ Fill □ Mining □ Drilling □ Grading
□ Excavation (Except for Structural Development Checked Above)
□ Watercourse Alteration (Including Dredging and Channel Modification)
□ Drainage Improvements (Including Culvert Work)
□ Road, Street, or Bridge Construction
□ Subdivision (New or Expansion)
□ Individual Water or Sewer Systems
□ Other (Please Specify) _____

After completing SECTION 2, APPLICANT should submit form to Local Administrator for review.

**SECTION 3: FLOODPLAIN DETERMINATION (to be completed by LOCAL FLOODPLAIN ADMINISTRATOR)**

The proposed development is located on FIRM Panel No. _____Dated: _____

The proposed Development:

□ Is **NOT** located in a special Flood Hazard Area (Notify the applicant that the application review is complete and NO FLOODPLAIN DEVELOPMENT PERMIT IS REQUIRED)

□ Is located in a Special Flood Hazard Area
FIRM zone designation is: _____
100-Year flood elevation at the site is: _____FT. NGVD (MSL)
□Unavailable
□ The proposed development is located in a floodway.
FBFM Panel No. _____ Dated: _____

□ See Section 4 for additional instructions.

SIGNED: _____DATE: _____

**SECTION 4: ADDITIONAL INFORMATION REQUIRED (to be completed by LOCAL FLOODPLAIN ADMINISTRATOR)**

The applicant must submit the documents checked below before the application can be processed:

□ A site plan showing the location of all existing structures, water bodies, adjacent roads, lot dimensions and proposed development.

□ Development plans, drawn to scale, and specifications, including where applicable details for anchoring structures, proposed elevations of lowest floor (including basement), types of water resistant materials used below the first floor, details of floodproofing of utilities located 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)

□ Plans showing the extent of watercourse relocation and/or landform alterations.

□ Top of new fill elevation Ft. NGVD (MSL).

□ Flood proofing protection level (non-residential only) Ft. NGVD (MSL). For floodprooofed 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 calculations supporting this finding must also be submitted.

□ Elevation Certificate

□ Other:

_____

_____

_____

_____

_____

**SECTION 5: PERMIT DETERMINATION (to be completed by LOCAL FLOODPLAIN ADMINISTRATOR)**

I have determined that the proposed activity: **A. □Is B. □ Is not**

In conformance with provisions of Local Law # _____ 20_____. 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 Floodplain Administrator may issue a Development Permit upon payment of designated fee.

**IF BOX B:** is checked, the Local Floodplain Administrator will provide a written summary of deficiencies.

Applicant may revise and resubmit an application to the Local Floodplain Administrator or may request a hearing from the Board of Appeals.

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

Hearing Date:

Appeals Board Decision: Approved? □ Yes □ No

Conditions:

_____

_____

_____

**SECTION 6: AS-BUILT ELEVATIONS (to be submitted by APPLICANT before Certificate of Compliance is issued)**

The following information must be provided for project structures. 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 the lowest structural member of the lowest floor, excluding piling and columns) is: _____FT. NGVD (MSL)

2. Actual (As-Built) Elevation of floodproofing protection is: _____ FT. NGVD (MSL).

NOTE: Any work performed prior to submittal of the above information is at risk of the Applicant.

## SECTION 7: COMPLIANCE ACTION (to be completed by LOCAL FLOODPLAIN ADMINISTRATOR)

The LOCAL FLOODPLAIN 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 8: CERTIFICATE OF COMPLIANCE (to be completed by LOCAL FLOODPLAIN ADMINISTRATOR)

**Certificate of Compliance issued:**

BY: _____ DATE: _____

**To be completed by the Floodplain Administrator**

## SECTION 9: Application Review Fee

**Residential:**

Utility Change out on Existing Structure $25
Single Family Residential Home $250
Duplex $350
Single Family Land/Site Development $100
Lateral Addition to Existing Building $150
Multiple Residential Lots: Land/Site Dev. $400

**Commercial:**

Utility Change out on Existing Structure $25
Commercial Structure $350
Commercial Structure Non-Habitable $200
Lateral Addition to Existing Building $250
Single Commercial Lot: Land/Site Dev. $350
Multiple Commercial Lots: Land/Site Dev $500

*Any additional cost incurred for review fees will be the responsibility of the applicant

Permit #:_____ Fee:_____ Date Paid:_____ Receipt #_____

Floodplain Administrator's Signature_____ Date_____