



**Please complete the following application for special flood hazard area development and also note the specific items and the information required by Section 1341.04 of the Building Code.**

**1341.04**

**ADMINISTRATION**

Specifically, the following information is required:

- (1) Elevation in relation to mean sea level of the lowest floor, including basement, of all proposed structures;
- (2) Elevation in relation to mean sea level to which any proposed structure will be flood proofed;
- (3) Certification by a registered professional engineer or architect that the flood proofing methods for any non-residential structure meet the flood proofing criteria in Section 1341.05 (b) (2) A.; and,
- (4) Description of the extent to which any watercourse will be altered or relocated as a result of a proposed development.

**Please read note on the ADMINISTRATIVE page of the application; which states that it is to be completed by the local flood plain administrator.**



AP# \_\_\_\_\_

PERMIT # \_\_\_\_\_

\$75.00 Processing Fee \_\_\_\_\_  
Plus Engineering Fee \_\_\_\_\_

**SPECIAL FLOOD HAZARD AREA AND DEVELOPMENT PERMIT APPLICATION**

Application is hereby made for a DEVELOPMENT PERMIT as required by the Flood Damage Prevention Ordinance No. 1341 of the Village of Grovetport for Development in an identified flood hazard area. All activities shall be completed in accordance with the requirements of said Ordinance. The development to be performed is described below in attachments hereto. The applicant understands and agrees that:

- this permit is issued on the conditions and facts described;
- any permit may be repealed if conditions or facts change;
- permit void if the activity has not begun within 180 days of the issuance date;
- the permit will remain valid for one year from date of issuance.

Owner's Name: \_\_\_\_\_ Builder: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

**NOTE:** *In addition to completion of this form the applicant agrees to submit any additional information required by the administrator in order to determine that the proposed development is compliant with the local and federal flood damage prevention criteria of the National Flood Insurance Program. Additional information may include but is not limited to: site specific plans to scale showing the nature, location, dimensions and elevations of the area and structure (s) in question.*

**DESCRIPTION OF WORK**

1. Location of proposed development site-address: \_\_\_\_\_

Legal Description \_\_\_\_\_

2. Kind of development proposed:

new building _____	existing structure _____	filling/grading _____
residential _____	alteration _____	mining/dredging _____
non-residential _____	addition _____	watercourse alteration _____
installation of: _____	accessory _____	other* _____
manufactured home _____		materials storage _____

\*Describe activity: \_\_\_\_\_

3. If the proposed construction is an alteration, addition or improvement to an existing structure, indicate the cost of proposed construction \$ \_\_\_\_\_. What is the estimated market value of the existing structure \$ \_\_\_\_\_.

**NOTE:** An existing structure must comply with the flood protection standards if it is substantially improved (an improvement equal to or greater than 50% of the market value of the structure). FEMA maintains that the “substantial improvement” definition applies to existing structures only and that once a structure meets the definition of “new construction” any further improvements to that structure must meet “new construction” requirements. For floodplain management purposes “new construction” means structures for which “start of construction” began on or after the effective date of the initial Flood Insurance Rate Map issued by FEMA for the community.

4. Does proposed development involve a subdivision or other development containing at least 50 lots or 5 acres (whichever is less) YES \_\_\_\_\_ NO \_\_\_\_\_?

**NOTE:** If yes, base flood elevation data is required from applicant if it has not been provided by FEMA.

I AGREE THAT ALL STATEMENTS IN AND ATTACHMENTS TO THIS APPLICATION ARE A TRUE DESCRIPTION OF THE EXISTING PROPERTY AND THE PROPOSED DEVELOPMENT ACTIVITY. I UNDERSTAND THAT DEVELOPMENT REQUIREMENTS FOR SPECIAL FLOOD HAZARD AREA ACTIVITIES PER THE APPROPRIATE ORDINANCE AND AGREE TO ABIDE THERETO, I UNDERSTAND IT IS MY RESPONSIBILITY TO OBTAIN ALL APPLICABLE FEDERAL, STATE AND LOCAL PERMITS.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

### **ADMINISTRATIVE**

**NOTE:** The following is to be completed by the local floodplain administrator. All references to elevations are in feet mean sea level (m.s.l.). The term base flood elevation means the same as the 100-year elevation.

5. Is the proposed development located in:
- \_\_\_\_\_ an identified floodway
  - \_\_\_\_\_ a flood hazard area where base flood elevations exist with no identified floodway
  - \_\_\_\_\_ an area within the floodplain fringe
  - \_\_\_\_\_ an approximate flood hazard area (Zone A). If yes, complete only 6a in the following question. See No. 9.

**NOTE:** Floodway development must demonstrate through hydrologic and hydraulic analysis, performed in accordance with the standard engineering practice, that no increase in base flood elevation will result during occurrence of the base flood discharge. If base flood elevations exist with no floodway delineation, hydrologic and hydraulic analysis is required to demonstrate not more than one foot increase at any point to the water surface elevation of the base flood.

- 6a. Does proposed developments meet NFIP and local General Standards at Section \_\_\_\_\_ of your regulations?

\_\_\_\_\_ Construction materials and methods resistant to flood damage  
\_\_\_\_\_ Subdivision designed to minimize flood damage  
\_\_\_\_\_ Anchored properly  
\_\_\_\_\_ Utilities safe from flooding

- 6b. Does proposed developments meet NFIP and local Specific Standards at Section \_\_\_\_\_ of your regulations?

\_\_\_\_\_ Encroachments – proposed action will not obstruct flood waters.  
\_\_\_\_\_ Proposed site grade elevations if fill or topographic alteration is planned.  
\_\_\_\_\_ Proposed lowest floor elevation expressed in feet mean sea level.  
\_\_\_\_\_ Proposed flood proofed elevation expressed in feet mean sea level (non residential only).

7. Base flood elevation (100-year) at proposed site \_\_\_\_\_ feet m.s.l.  
 Data source \_\_\_\_\_  
 Map effective date \_\_\_\_\_ Community Panel No. \_\_\_\_\_
8. Does the structure contain?  
 \_\_\_\_\_ basement \_\_\_\_\_ enclosed area other than basement below lowest floor?
9. For structures located in approximate A zones (no BFE available) the structure's lowest floor is \_\_\_\_\_ feet above the highest grade adjacent to the structure.
10. The proposed development is in compliance with applicable floodplain standards.  
**PERMIT ISSUED ON** \_\_\_\_\_
11. The proposed development is not in compliance with applicable floodplain standards.  
**PERMIT DENIED ON** \_\_\_\_\_

**NOTE:** *All structures must be built with the lowest floor, including the basement, elevated or flood proofed to or above the base flood elevation (100-year) unless a variance has been granted. Only non-residential structures may be flood proofed.*

12. The proposed development is exempt from the floodplain standards per Section \_\_\_\_\_ of the Flood Damage Prevention Ordinance No. 1341.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

13. The certified as-built elevation of the structure's lowest floor is \_\_\_\_\_ feet above msl\*.
14. The certified as-built flood proofed elevation of the structure is \_\_\_\_\_ feet above msl\*.

Note: \* Certification by registered engineer or land surveyor documenting these elevations is necessary if elevations are provided by applicant.