

**Call Building Department for FEMA Zone Designation**

Existing Platted Subdivision Lot  
New Subdivision – Preliminary Plat  
– Final Plat  
Agricultural or Open Space Uses  
Bridges or Channel Modifications

\$250.00/lot impacted by FEMA Zone A or AE  
\$150/lot impacted by FEMA Zone A or AE  
\$100/lot impacted by FEMA Zone A or AE  
\$250.00 + \$100/acre of land impacted by FEMA  
Zone A or AE

Fee to be determined based on complexity of  
project, and the consultant’s man-hour estimate  
multiplied by the established hourly billing rate of  
\$100.00/hour



**FLOODPLAIN DEVELOPMENT PERMIT**

**Part 1 - This section to be completed by applicant:**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Location of Proposed Development:

\_\_\_\_\_  
\_\_\_\_\_

**Applicant shall not initiate any development activities on the floodplain until a permit has been issued by the Building Official (the designated Floodplain Administrator).**

Description of Development (more than one item may be applicable)

- |   |  |
|---|--|
| <input type="checkbox"/> Residential            | <input type="checkbox"/> Addition or Improvement |
| <input type="checkbox"/> Commercial             | <input type="checkbox"/> Subdivision             |
| <input type="checkbox"/> New Construction       | <input type="checkbox"/> Fill                    |
| <input type="checkbox"/> Watercourse Alteration | <input type="checkbox"/> Other _____             |

Information described below applicable to this application must accompany this form:

Plans drawn to scale showing:

- The nature, dimensions and elevations of the area in question
- Existing or proposed structures
- Fill
- Storage of materials
- Drainage facilities and the location of the foregoing

Specifically, the following information is required:

- Elevation in relation to mean sea level of the lowest floor (including basement) of all structures

- Elevation in relation to mean sea level to which any structure has been flood proofed
- Certification by a registered professional engineer or architect that the flood proofing methods for any nonresidential structure meet the flood proofing criteria located in chapter 15.36.160B of the City's Municipal Code.
- Description of the extent to which any watercourse will be altered or relocated as a result of proposed development

Applicants may be required to furnish additional information as may be necessary for the Building Official to evaluate the application.

**ADMINISTRATIVE ACTION**

**Part 2:** *This section to be completed by City Building Official:*

The proposed development is located in the:     Flood Way     Flood Plain

The Base Flood Elevation at the development site is: \_\_\_\_\_

Source documents: \_\_\_\_\_

**Plan Review:**

Elevation to which the lowest floor is to be constructed: \_\_\_\_\_

Elevation to which the structure is to be flood proofed: \_\_\_\_\_

Elevation to which compacted fill is to be elevated: \_\_\_\_\_

**Action:**

Permit is denied. The proposed development is not in conformance with applicable floodplain management standards (Explanation attached)

Permit is approved. The plans and materials submitted in support of the proposed development are in compliance with applicable floodplain management standards.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Building Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of City Engineer

Applicant has been advised that the proposed development required approval by:

State Engineer (stream alteration permit)

Corps of Engineers

State Division of Water Rights

Other \_\_\_\_\_

Other \_\_\_\_\_

Applicant has been advised that an Elevation Certificate is required.

Applicant has been advised that a Flood proofing Certification is required.