



FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

The following items must be submitted for consideration:

1. A Location Map;
2. For New Structures:
 - a. Three site and construction plans including;
 - i. legal description of the property (1"=20');
 - ii. Metes and bounds description;
 - iii. Size of lot, building size, and building height;
 - iv. First floor elevation, elevation of basement floor;
 - v. Elevation to which building is floodproofed; and
 - vi. Name and address of individuals responsible for construction.
 - b. Architectural building elevations;
 - c. A project narrative that includes a description of use or occupancy of building; and
 - d. An elevation certificate based on construction drawings.
3. For Improvements to Existing Structures:
 - a. Three site and construction plans including;
 - i. legal description of the property (1"=20');
 - ii. Metes and bounds description;
 - iii. Elevation to which building is floodproofed (if applicable);
 - iv. Name and address of individuals responsible for construction.
 - b. A project narrative that includes a description of improvements;
 - c. Documentation of the market value of the structure that is being improved;
 - d. An elevation certificate based on construction drawings (for projects that qualify as Substantial Improvements); and
 - e. Architectural building elevations (if applicable).
4. For Grading:
 - a. Three Grading Plans;
 - b. An exhibit that establishes the percentage of fill within the SFHA (Floodway may not be included in the calculation); and
 - c. A project narrative that describes the proposed grading.
5. For Drainage, Infrastructure, and Paving Projects:
 - a. Three Site Plans;
 - b. An exhibit that establishes the percentage of fill within the SFHA if grading is required for the project (Floodway may not be included in the calculation); and
 - c. A project narrative that describes the proposed project.
6. PDF files for all exhibits submitted; and
7. Application fee. (\$50)

The following information must be provided for the application to be considered complete:

PROPERTY OWNER INFORMATION: (Attach a separate sheet if necessary.)

Name: _____ E-Mail: _____

Address: _____ City/State/Zip: _____

Phone Number: _____ Fax Number: _____

ENGINEER INFORMATION:

Name: _____ E-Mail: _____

Address: _____ City/State/Zip: _____

Phone Number: _____ Fax Number: _____

CONSTRUCTION INFORMATION:

**This individual/company is responsible for meeting construction standards.*

Name: _____

Address: _____ City/State/Zip: _____

PROPOSED DEVELOPMENT INFORMATION:

Property Address: _____

Legal Description: _____

Assessor's Parcel #: _____

Specifications for New Structure:

- 1. Number of Buildings: _____
- 2. Complete the table *(add additional sheets as needed)*:

| | Building #1 | Building #2 |
|--|-------------|-------------|
| Size of Lot | | |
| Floor Area of Building | | |
| Height of Building | | |
| Elevation of First Floor | | |
| Elevation of Basement | | |
| Elevation to which building is to be floodproofed watertight | | |

- 3. Does the site require excavation or filling? (Yes/No)
- 4. Is the property located in the 100 year floodplain? (Yes/No)
Elevation of the 100 year floodplain _____
- 5. Is the property located in a designated floodway? (Yes/No)
- 6. Will this request increase flood levels during the base flood? (Yes/No)

Specifications for Improvements to Existing Structures:

1. Does the improvement enlarge the building footprint or require excavation or filling of the site? (Yes/No)
(If yes, the Specifications for New Structure section must be completed.)
2. Is the property located in the 100 year floodplain? (Yes/No)
Elevation of the 100 year floodplain _____
3. Is the property located in a designated floodway? (Yes/No)
4. Has a Floodplain Development Permit been previously issued? (Yes/No)
 - a. If yes, what date was the permit issued: _____
5. Building Permit # *(if application has been made)*: _____
6. Assessed or appraised market value of structure only: _____
7. Estimated valuation of construction costs: _____
8. Description of work: _____

9. Is the request for an historic structure? (Yes/No)

Specifications for Drainage, Grading, Infrastructure, and Paving Projects:

1. Does the project require excavation or filling of the site? (Yes/No)
2. Is the property located in the 100 year floodplain? (Yes/No)
Elevation of the 100 year floodplain _____
3. Is the property located in a designated floodway? (Yes/No)
4. Has a Floodplain Development Permit been previously issued? (Yes/No)
 - a. If yes, what date was the permit issued: _____
5. Building Permit # *(if application has been made)*: _____
6. Description of work: _____

7. Description of floodplain/floodway impact: _____

Please note the following procedure:

1. Applications are routed to the Papio-Missouri NRD for review, and as a result, Planning Department staff cannot guarantee a specific time frame for completion and approval of the application.
2. Please see the Planning Department's fee policy regarding revision/resubmittal fees.

I, the undersigned, request a Floodplain Development Permit for my property. I, the undersigned, agree to provide a Post-Construction Elevation Certificate for all New Structures or Substantial Improvements to Existing Structures.

Owner Signature (or authorized agent)

Date

===== *office use only* =====

Papio-Missouri NRD Recommendation:

Approved this ____ day of _____, 20__.

_____ Planning Director