



**FLOODPLAIN DEVELOPMENT**  
**PERMIT APPLICATION**  
(This form to be filled out in duplicate in ink.)

Application Number

**SECTION 1: GENERAL PROVISIONS (Applicant to read and sign)**

1. No work may start until a Floodplain Development Permit and Location Improvement Permit have been issued.
2. The permits may be revoked if any false statements are made herein.
3. If revoked, all work must cease until a permit is reissued.
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 of issuance.
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 Administrator or his/her representative to make reasonable inspections required to verify compliance.
8. ***I, THE APPLICANT, CERTIFY THAT ALL STATEMENTS HEREIN AND IN ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE.***

\_\_\_\_\_

Applicant's Signature

\_\_\_\_\_

Date

**SECTION 2: PROPOSED DEVELOPMENT (To be completed by APPLICANT)**

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

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

Phone: (Home) \_\_\_\_\_ (Bus) \_\_\_\_\_

(Fax) \_\_\_\_\_ (Cell) \_\_\_\_\_

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

Builder: \_\_\_\_\_

Engineer: \_\_\_\_\_

**Project Location:**

To avoid delay in processing the application, please attach sufficient information to easily identify the project location, providing the street address, Tax Map Parcel and Lot information or legal description and, if outside urbanized areas, the distance to the nearest intersecting road or well-known landmark. A sketch attached to this application showing the project location would be helpful.

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

**A. Structural Development**

- | <u>Activity</u>                        | <u>Structure Type</u>  |  |
|--|--|--|
| <input type="checkbox"/> New Structure | <input type="checkbox"/> Residential (1-4 Family)                |  |
| <input type="checkbox"/> Addition      | <input type="checkbox"/> Residential (more than 4 Family)        |  |
| <input type="checkbox"/> Alteration    | <input type="checkbox"/> Non-Residential—Floodproofing:          | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> Relocation    | <input type="checkbox"/> Combined Use (Residential & Commercial) |  |
| <input type="checkbox"/> Demolition    | <input type="checkbox"/> Manufactured (Mobile) Home              |  |
| <input type="checkbox"/> Replacement   | <input type="checkbox"/> In Manufactured Home Park?              | <input type="checkbox"/> Yes <input type="checkbox"/> No |

**Estimated Cost of Project:** \$ \_\_\_\_\_

**Present Market Day Value:** \$ \_\_\_\_\_ **Substantial Damage/Improvement**  Yes  No

**B. Other Development Activities**

- Fill     Mining     Drilling     Grading  
 Excavation (Except for Structural Development Checked Above)  
 Watercourse Alteration (Including Dredging and Channel Modifications)  
 Drainage Improvements (Including Culvert Work)  
 Road, Street or Bridge Construction  
 Subdivision (New or Expansion)  
 Individual Water or Sewer System  
 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 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: \_\_\_\_\_

Base Flood Elevation at the site is: \_\_\_\_\_ Ft. NGVD (MSL)

Unavailable

The proposed development **IS** located in a floodway.

FIRM Panel No.: \_\_\_\_\_ Dated: \_\_\_\_\_

See SECTION 4A for additional instructions.

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

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

The APPLICANT must submit the documents checked below before the application may 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 elevation of lowest floor (including basement), types of water resistant materials used below the first floor, details of floodproofing of utilities located below first floor and details of enclosures below the first floor.  
Also: \_\_\_\_\_
  - Subdivision or other development plans (if the subdivision or other development exceeds 10 lots or 2 acres, whichever is the lesser, the applicant must provide 1% annual chance 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).
  - Floodproofing protection level (non-residential only) \_\_\_\_\_ Ft. NGVD (MSL).  
For floodproofed structures, Applicant must attach certification from a 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 1% annual chance flood. A copy of all data and calculations supporting this finding must also be submitted.
  - Other \_\_\_\_\_
- 
- 

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

I have determined that the proposed activity

- A.  Is In conformance with the provisions of Article 1349 of the City of Huntington Zoning Ordinance. The permit is issued subject to the conditions attached to and made part of this
- B.  Is Not permit.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

**If Box A is checked,** the Local Administrator may issue a Floodplain 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 appeal a decision to the Board of Zoning Appeals.

