

Floodplain Development Permit Application for Fremont County

The National Flood Insurance Program (NFIP) provides flood insurance to individuals at much lower premiums than could otherwise be purchased through private insurers. This application packet is a tool to ensure the NFIP standards are met. Please keep in mind that depending on the type of development, *you may be required to hire a surveyor or engineer to help complete required forms.*

NFIP policies can be purchased from most insurance agents at the national NFIP rate in participating communities. The rates are determined by the flood risk zone in which you live, by the elevation of the lowest floor of your home, and other determining factors. The rate should be the same regardless of which agent or agency sells you the insurance policy.

If the property you propose to develop is located within a "Special Flood Hazard Area" on a flood map issued by the Federal Emergency Management Agency (FEMA), you **MUST** complete a Floodplain Development Permit Application in order to receive an Authorization to Construct prior to beginning a project. There can be penalties for failing to do so, including high insurance rates.

If you are proposing development of any kind (constructing a new building, adding on to an existing building, clearing land, placing fill, grading land, mining, dredging, drilling, etc...) in a floodplain, you **MUST** submit this application to the Fremont County Floodplain

Administrator. Depending upon the type of development you are proposing, additional forms may be required. For example, all new buildings in a Special Flood Hazard Area require an Elevation Certificate to document that the lowest floor of the building is elevated to one foot above the Base Flood Elevation (BFE). The Fremont County Floodplain Administrator will help you determine the BFE.

The Applicant will complete Section I of this packet and submit the information to the Fremont County Floodplain Administrator, who will review the submission and determine whether or not additional information is needed. Once all required materials have been submitted, the Floodplain Administrator will make an authorization decision by issuing an Authorization to Construct. The Authorization to Construct provides the Applicant the approval to begin construction.

Please beware that the Fremont County Floodplain Administrator will inspect your project during construction to ensure compliance with the provisions of the Authorization to Construct. Upon satisfactory completion of the project, a Floodplain Development Permit will be issued. ***Procuring a Floodplain Development Permit will help the Applicant get the best available flood insurance rate possible.***

INSTRUCTIONS FOR COMPLETION

SECTION I

Complete General Information and Owner Information

Applicant Information

If you are applying for this development permit, but are not the owner of the property, list your contact information here. If you are the property owner, leave this section blank.

Project Information

Check the box(es) beside the type of development that is being proposed.

SECTION II

Floodplain Information

The Floodplain Administrator will determine the position of the proposed development relative to community floodplains and floodways. Positional determination is not binding at any lending institution or with any insurance agency,

but is used to determine whether or not any other forms are required prior to commencing the proposed project. The Administrator will also calculate what the lowest floor elevation should be for structural developments.

If any of the additional documentation is required, the Floodplain Administrator is to notify the applicant, allow a reasonable length of time for submission of the documents, and then review all submissions to determine whether or not the Authorization to Construct will be issued.

SECTION III

Forms

Elevation Certificate
Substantial Improvement Determination
Floodproofing Certificate
H&H Analysis and "No-Rise Certification"

SECTION IV

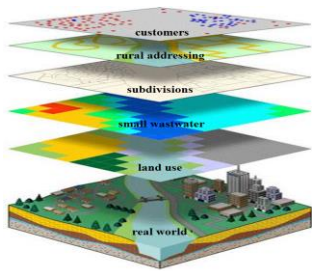
Authorization Determination

From all information submitted, the Floodplain Administrator will determine whether or not to grant permission for the project to start. When permission is granted, the Floodplain Administrator will conduct and list the inspections which have been performed.

SECTION V

Development Permit Issued

Lastly, the Floodplain Administrator will determine if a completed project meets the requirements of the Fremont County Floodplain Zoning Regulations. If the project meets all of the necessary requirements, a Floodplain Development Permit will be issued.



Floodplain Development Permit Application for Fremont County

OFFICE USE ONLY

Date Received:

File Number:

SECTION I: Applicant and Project Information

GENERAL INFORMATION

1. No work of any kind may begin in a floodplain until an Authorization to Construct is issued.
2. Permission to begin construction may be denied if any false statements are made in this application.
3. If permission is denied, all work must cease until an Authorization to Construct is re-issued.
4. The development may not be used or occupied until a permit is issued.
5. The Authorization to Construct will expire if no work is commenced within 12 months of the date of issue.
6. The permit will not be issued until any other necessary local, state or federal permits have been obtained.

By signing and submitting this application, the Applicant gives consent to the local Floodplain Administrator or his/her representative to make reasonable inspections prior to the issuance of a permit.

By signing and submitting this application, the Applicant certifies that all statements contained in SECTION I of the application, and in any additional attachments submitted by the Applicant, are true and accurate.

OWNER INFORMATION

Property Owner: _____

Mailing Address: _____

Telephone Number: _____

Email Address: _____

Signature of Property
Owner: _____

Date: _____

APPLICANT INFORMATION

Applicant: _____

Notes: _____

Telephone Number: _____

Fax Number: _____

Signature of Applicant: _____

PROJECT INFORMATION

Project Address: _____

Subdivision: _____

Lot: _____

Block: _____

Attach Legal Description to application.

PROJECT INFORMATION (continued)**Type of Structure:**

- ☐ Residential (1 to 4 families)
- ☐ Residential (More than 4 families)
- ☐ Non-Residential
- ☐ Elevated
- ☐ Floodproofed
- ☐ Combined Use (Residential and Non-Residential)
- ☐ Manufactured Home
- ☐ Located within a Manufactured Home Park
- ☐ Located outside a Manufactured Home Park

*** Substantial Improvement**

If the value of an addition or alteration to a structure equals or exceeds 50% of the value of the structure before the addition or alteration, the entire structure must be treated as a substantially improved structure.

Substantial Improvement Evaluation:

Cost of Improvement (a): \$ _____

Market Value of the Building (b) : _____

Percent of Value Change (a/b): _____ %

Disclaimer: Substantial Improvement Evaluation must be supported by project cost documentation and approved market evaluation. Attach supporting documentation.

Type of Structural Activity:

- ☐ New Structure
- ☐ Addition to Existing Structure*
- ☐ Alteration of Existing Structure*
- ☐ Relocation of Existing Structure **
- ☐ Demolition of Existing Structure
- ☐ Replacement of Existing Structure

**** Relocation or Replacement**

A relocated structure or a structure being replaced must be treated as new construction.

Other Development Activities

- | | |
|---|---|
| <input type="checkbox"/> Excavation (not related to a structural development) | <input type="checkbox"/> Dredging |
| <input type="checkbox"/> Clearing | <input type="checkbox"/> Watercourse alteration |
| <input type="checkbox"/> Placement of Fill Material | <input type="checkbox"/> Drainage improvement (including culvert work) |
| <input type="checkbox"/> Grading | <input type="checkbox"/> Individual water or sewer system (not included to a structural development listed above) |
| <input type="checkbox"/> Mining | <input type="checkbox"/> Roadway or bridge construction |
| <input type="checkbox"/> Drilling | <input type="checkbox"/> Specify other development not listed above: |
- _____

PROPERTY OWNER SIGNATURE

I certify that to the best of my knowledge the information contained in the application is true and accurate.

Signature of Property Owner:

Date:

SECTION II: (To be completed by Floodplain Administrator)

FLOOD INFORMATION

1. The proposed development is located on FIRM map panel: _____ (number and suffix)
2. Effective date on the FIRM: _____
3. The proposed development is located in Zone _____ of the SFHA.
4. Is the proposed development located within the regulatory floodway: ☐ No ☐ Yes (*Attach Completed H&H Analysis for a No-Rise Certificate*)

Structural Development

For structures, the provisions of the Fremont County Floodplain Zoning Regulations specify that the lowest floor, including utilities, be elevated 1 foot above the Base Flood Elevation (BFE).

Calculated Base Flood Elevation: _____

Source of Base Flood Elevation: ☐ FIRM ☐ FIS or ☐ other: _____

The following documents are required:

- ☐ An Elevation Certificate *
- ☐ Site Plan (Showing location of SFHA and development)

The following documents may be required:

- ☐ Floodproofing Certificate * – required if floodproofing a non-residential structure
- ☐ A No-Rise Certificate * – if any of the proposed development is in a “regulatory floodway”
- ☐ An elevation study showing BFEs on developments/ subdivisions exceeding 50 lots or 5 acres in Zone A

** Certificates require completion by a Professional Land Surveyor or Registered Professional Engineer as indicated.*

SECTION III: (To be completed by Floodplain Administrator)

Authorization Determination

I have determined that the proposed development:

☐ IS ☐ IS NOT (non-conformance described in separate document)

in conformance with the Fremont County Floodplain Zoning Regulations.

An Authorization to Construct:

☐ WILL ☐ WILL NOT (denials are described in separate document)

be issued subject to the conditions defined in the document described.

Signature of Floodplain Administrator:

Date:

SECTION IV: (To be completed by Floodplain Administrator)

Certificate of Compliance

A Floodplain Development Permit has been issued. The development has been found to be in compliance with the Fremont County Floodplain Zoning Regulations.

Signature of Floodplain Administrator:

Date: