



FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

The following items must be submitted for consideration:

1. A Location Map;
2. For New Structures:
 - a. One site and construction plan set 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. One site and construction plan set 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. One Grading Plan;
 - 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. One Site Plan;
 - 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? Choose Yes or No
- 4. Is the property located in the 100 year floodplain? Choose Yes or No
 Elevation of the 100 year floodplain _____
- 5. Is the property located in a designated floodway? Choose Yes or No
- 6. Will this request increase flood levels during the base flood? Choose Yes or No

Specifications for Improvements to Existing Structures:

1. Does the improvement enlarge the building footprint or require excavation or filling of the site? Choose Yes or No
(If yes, the Specifications for New Structure section must be completed.)
2. Is the property located in the 100 year floodplain? Choose Yes or No
Elevation of the 100 year floodplain _____
3. Is the property located in a designated floodway? Choose Yes or No
4. Has a Floodplain Development Permit been previously issued? Choose Yes or 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? Choose Yes or No

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

1. Does the project require excavation or filling of the site? Choose Yes or No
2. Is the property located in the 100 year floodplain? Choose Yes or No
Elevation of the 100 year floodplain _____
3. Is the property located in a designated floodway? Choose Yes or No
4. Has a Floodplain Development Permit been previously issued? Choose Yes or 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