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(OFFICE USE)



CITY OF NEW CARLISLE, PLANNING DEPARTMENT  
 331 S. CHURCH ST, NEW CARLISLE, OHIO 45344  
 PHONE: 937.845.9492  
 Submit form to: [planning@newcarlisleohio.gov](mailto:planning@newcarlisleohio.gov)

PERMIT NO: \_\_\_\_\_

(OFFICE USE)

**FLOOD HAZARD AREA DEVELOPMENT PERMIT APPLICATION**

Application is hereby made for a DEVELOPMENT PERMIT as required by the Special Purpose Flood Damage Reduction Regulations of, Ohio, for development in an identified flood hazard area. All activities shall be completed in accordance with the requirements of said regulations. The development to be performed is described below and in attachments hereto. The applicant understands and agrees that:

- The permit applied for, if granted, is issued on the representations made herein;
- Any permit issued may be revoked because of any breach of representation;
- Once a permit is revoked all work shall cease until the permit is reissued or a new permit is issued;
- Any permit issued on this application will not grant any right or privilege to erect any structure or sue any premises described for any purposes or in any manner prohibited by the resolutions, codes, or regulations of the ;
- The applicant hereby gives consent to the Floodplain Administrator to enter and inspect activity covered under the provisions of the floodplain regulations;
- If issued, the Flood Hazard Area Development Permit form will be posted in a conspicuous place on the premises in plain view; and,
- If issued, the permit will expire if no work is commenced within one year of issuance.

APPLICATION FEE:
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<p><b>Application Information –</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>City/State/Zip: _____</p> <p>Phone: _____</p> <p>Email: _____</p>	<p><b>Developer Information –</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>City/State/Zip: _____</p> <p>Phone: _____</p> <p>Email: _____</p>
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**LOCATION OF DEVELOPMENT SITE**

1. Site Address: \_\_\_\_\_  
 Township: \_\_\_\_\_

2. Legal Description/Parcel No. \_\_\_\_\_

Attach a location map showing the location of the development site relative to adjacent sites. Show the location of the development on the site with distances to all lot lines.

**DESCRIPTION OF WORK**

3. Kind of development proposed (check all that apply):

**Residential Structure**

- New Structure
- Addition to structure
- Renovations/repairs/maintenance
- Manufactured home installation

Filling or grading

Materials/equipment storage:

Describe Type \_\_\_\_\_

- Watercourse alteration (any change that occurs within the banks of a watercourse)
- Water supply/sewage disposal
- Subdivisions greater than 50 lots or 5 acres
- Other: \_\_\_\_\_

**Non-residential structure**

- New Structure
- Addition to structure
- Renovations/repairs/maintenance
- Accessory structure: Dimensions \_\_\_\_\_

Dredging or excavation or mining

Additional activity description: \_\_\_\_\_

4. If the proposed construction is an addition, renovation, repair or maintenance to an existing structure, indicate the cost of proposed construction \$ \_\_\_\_\_. What is the estimated market value of the existing structure \$ \_\_\_\_\_.

5. New structures & improvements to existing structures only:

- a. Elevation of lowest floor, including basement \_\_\_\_\_ feet.
- b. Structure contains  basement  crawl space  slab on grade

6. Structure will be flood protected by  Adding fill to construction site.

Top of fill to be at elevation \_\_\_\_\_ feet.

Floodproofing non-residential structure.

Certification of floodproofing methods attached  Yes  No  N/A

Other – Please specify \_\_\_\_\_

7. If proposed development is the placement of a mobile home, what anchoring methods will be used:

- Frame  Over-the-top Certification of anchoring method attached  Yes  No

I AGREE THAT ALL STATEMENTS AND ATTACHMENTS TO THIS APPLICATION ARE A TRUE DESCRIPTION OF THE EXISTING PROPERTY AND THE PROPOSED DEVELOPMENT ACTIVITY. I UNDERSTAND THE DEVELOPMENT REQUIREMENTS FOR SPECIAL FLOOD HAZARD AREA ACTIVITIES PER THE APPROPRIATE RESOLUTION AND AGREE TO ABIDE THERETO. I ALSO AGREE TO ABIDE BY THE ITEMS CONTAINED IN THE "NOTES AND ADDITIONAL SUBMITTAL REQUIREMENTS" CONTAINED ON PAGE 3 OF THIS APPLICATION. I UNDERSTAND IT IS MY RESPONSIBILITY TO OBTAIN ALL OTHER APPLICABLE FEDERAL, STATE AND LOCAL PERMITS.

Applicant's Name (printed) \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**NOTES AND ADDITIONAL SUBMITTAL REQUIREMENTS:**

- In addition to completion of this form the applicant agrees to submit any additional information required by the floodplain administrator in order to determine that the proposed development is compliant with the local and federal damage prevention criteria of the National Flood Insurance Program. Site plans for all development proposals must:
  - Be drawn to scale with north arrow.
  - Show property boundaries, floodway, and floodplain lines.
  - Show dimensions of the lot.
  - Show dimensions and location of existing and/or proposed development on the site.
  - Show areas to be cut and filled.
- Applications for residential and non-residential structures must also include:
  - The proposed lowest floor elevation based on the datum used on the effective Flood Insurance Rate Map and base flood elevation for the site.
  - Identification of whether the structure has a basement or enclosure below the lowest floor, and if it contains a basement or enclosure, detailed drawings showing foundation openings to allow passage of flood waters.
  - Description of how building utilities will be protected from flood waters including drawings showing locations of such utilities.
  - Detailed description of anchoring system for all mobile and manufactured homes.
  - Description of construction materials that will be used below the flood protection elevation.
- An existing structure must comply with the flood protection standards if it is substantially improved (an improvement equal to or greater than 50% of the market value of the structure). The “substantial improvement” definition applies to existing structures only and that once a structure meets the definition of “new construction” any further improvements to that structure must meet “new construction” requirements. For floodplain management purposes “new construction” means structures for which “start of construction” began on or after the effective date of the initial Flood Insurance Rate Map issued by FEMA for the community.
- Any Pre-FIRM structure within the FHA that has sustained damage from any source (flood, fire, etc.) must be elevated to determine if the structure is “substantially damaged” (damaged to 50% or more of the market value of the structure). If the structure is “substantially damaged” the structure must be brought into compliance with the flood protection standards.
- For subdivision proposals greater than 5 acres or 50 lots, or large-scale developments greater than 5 acres, a hydrologic and hydraulic analysis must be conducted to determine base flood elevations in flood hazard areas where no base flood elevations are provided.
- A Conditional Letter of Map Revision (CLOMR) must be obtained for proposed projects that would result in more than a 1.0 foot increase in BFE on a watercourse that has been studied through detailed hydrologic and hydraulic analyses where BFEs have been specified, but no floodway has been designated OR when a project proposed (totally or partially within the floodway) along a watercourse for which detailed analyses have been conducted and BFEs and a floodway have been designated would result in any (greater than 0.0 foot) increase in the BFE.
- Applications for non-residential structures proposed to be floodproofed must have a completed FEMA floodproofing certification form attached (can only be completed by a Registered Professional Engineer or Architect).
- All development proposals determined to be located in a floodway must be accompanied by a hydrologic and hydraulic analysis showing impacts on the development of flood heights (can only be completed by a Registered Professional Engineer).
- Development proposals that are considered alterations of a watercourse must be accompanied by an analysis showing that the flood carrying capacity of the watercourse has not been reduced.

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This permit is:  Approved  Denied

Filing Fee Paid:  Yes  No

If Permit is denied, reasons for denial:

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(Floodplain Administrator’s Signature)

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(Date)