

# Town of Culpeper

## FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

This form is to be filled out in duplicate.

### SECTION 1: GENERAL PROVISIONS (APPLICANT to read and sign):

1. No work may start until a permit is issued.
2. The permit may be revoked if any false statements are made herein.
3. If revoked, all work must cease until permit is re-issued.
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.
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.

APPLICANTS SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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

<u>NAME</u>	<u>ADDRESS</u>	<u>TELEPHONE</u>
APPLICANT: _____	_____	_____
BUILDING: _____	_____	_____
ENGINEER: _____	_____	_____

### **PROJECT LOCATION:**

To avoid delay in processing the application, please provide enough information to easily identify the project location. Provide the street address, lot number or legal description (attached) and, outside urban area, the distance to the nearest intersecting road or well-known landmark. A sketch attached to this application showing the project location would be helpful.

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**DESCRIPTION OF WORK (Check all applicable boxes):****A. STRUCTURAL DEVELOPMENT**ACTIVITY

- New Structure  
 Addition  
 Alteration  
 Relocation  
 Demolition  
 Replacement

STRUCTURE TYPE

- Residential (1-4 Family)  
 Residential (More than 4 Family)  
 Non-residential (Floodproofing? Yes)  
 Combined Use (Residential & Commercial)  
 Manufactured Home (In Park? Yes)

ESTIMATED COST OF PROJECT \$ \_\_\_\_\_

**B. OTHER DEVELOPMENT ACTIVITIES:**

- Fill       Mining       Drilling       Grading  
 Excavation (Except for Structural Development Checked Above)  
 Watercourse Alteration (Including Dredging and Channel Modification)  
 Drainage Improvements (Including Culvert Work)  
 Road, Street, or Bridge Construction  
 Subdivision (New or Expansion)  
 Individual Water or Sewer Systems  
 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: \_\_\_\_\_  
 100-Year flood elevation at the site is: \_\_\_\_\_ FT. NGVD (MSL)  
 Unavailable  
 The proposed development is located in a floodway.  
 FBFM Panel No. \_\_\_\_\_ Dated: \_\_\_\_\_  
 See Section 4 for additional instructions.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_



If **BOX A:** is checked, the Local Administrator may issue a 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 request a hearing from the Board of Appeals.

**APPEALS:** Appeals to Board of Appeals?  Yes  No

Hearing Date:

Appeals Board Decision: Approved?  Yes  No

Conditions:

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**SECTION 6: AS-BUILT ELEVATIONS (To be submitted by APPLICANT before Certificate of Compliance is issued)**

The following information must be provided for project structures. This section must be completed by a registered professional engineer or a licensed land surveyor (or attach a certification to this application). Complete 1 and 2 below.

1. Actual (As-Built) Elevation of the top of the lowest floor, including basement (in Coastal High Hazard Areas, bottom of the lowest structural member of the lowest floor, excluding piling and columns) is: \_\_\_\_\_ FT. NGVD (MSL)
2. Actual (As-Built) Elevation of floodproofing protection is: \_\_\_\_\_ FT. NGVD (MSL).

NOTE: Any work performed prior to submittal of the above information is at risk of the Applicant.

**SECTION 7: COMPLIANCE ACTION (To be completed by LOCAL ADMINISTRATOR)**

The LOCAL ADMINISTRATOR will complete this section as applicable based on inspection of the project to ensure compliance with the community's local law for flood damage prevention.

INSPECTIONS:

DATE: \_\_\_\_\_ BY: \_\_\_\_\_ DEFICIENCIES?  YES  NO

DATE: \_\_\_\_\_ BY: \_\_\_\_\_ DEFICIENCIES?  YES  NO

DATE: \_\_\_\_\_ BY: \_\_\_\_\_ DEFICIENCIES?  YES  NO

**SECTION 8: CERTIFICATE OF COMPLIANCE (To be completed by LOCAL ADMINISTRATOR)**

**Certificate of Compliance issued:**

BY: \_\_\_\_\_ DATE: \_\_\_\_\_