

## Floodplain Development Permit

**PROJECT ADDRESS:** \_\_\_\_\_ **Zoning District:** \_\_\_\_\_

Applicant _____	Owner _____
Applicant Address _____	Owner Address _____
City _____ State _____ Zip Code _____	City _____ State _____ Zip Code _____
Person to contact _____	Phone # _____
Phone # _____	Email _____
Email _____	<input type="checkbox"/> <b>Check if same as applicant information</b>

*\*Please completely fill out the contact information for the owner if different than the applicant.*

**Contractor/Engineer** (if different than applicant or property owner):

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Work Description**

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

- |   |  |
|---|--|
| <input type="checkbox"/> Residential structure<br><input type="checkbox"/> New structure<br><input type="checkbox"/> Addition to structure<br><input type="checkbox"/> Renovations/repairs/maintenance<br><input type="checkbox"/> Manufactured home installation | <input type="checkbox"/> Non-residential structure<br><input type="checkbox"/> New structure<br><input type="checkbox"/> Addition to structure<br><input type="checkbox"/> Renovations/repairs/maintenance |
| <input type="checkbox"/> Accessory structure: Dimensions: _____   |  |
| <input type="checkbox"/> Filling or grading   | <input type="checkbox"/> Dredging or excavation or mining  |
| <input type="checkbox"/> Materials/equipment storage: Describe type<br>_____  |  |

**OFFICIAL USE ONLY**

Permit No. _____	<input type="checkbox"/> Approved _____ Date _____
Intake Staff _____	<input type="checkbox"/> Denied _____ Date _____
Date: _____ SWPA: _____	Parcel ID _____

**Work Description Cont.** (check all that apply):

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

Additional activity description:

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

**Read the statements below and sign to acknowledge agreement.**

Application is hereby made for a Floodplain Development Permit as required by the Floodplain Design Standards (UDO §1113.19 of the City of Riverside) 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 City of Riverside may require the services of the City Engineer to ensure that the requested item(s) for review of this application is compliant to the current zoning laws and policies of the City of Riverside in review of this application . For any and all costs incurred in the review of this application are the responsibility of the applicant to reimburse the City of Riverside;
- All information on this application is, to the best of my knowledge, true and accurate. Any false or inaccurate information on this application or the approved plans may result in revocation of the permit;
- 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 ordinances, codes, or regulations of the municipality;
- 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 FHA 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.

**Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Checklist:**

- Site plan** (including the following elements) *See site plan example on Page 3.*
  - Plan drawn to a reasonable with north arrow
  - Vicinity map that shows the distance from the property to the nearest intersecting street
  - Property address, parcel ID, and dimensions
  - Street name(s) abutting the site
  - Property boundaries, floodway, and floodplain lines
  - Electric, telephone, drainage easements with dimensions
  - Existing and proposed structures with dimensions and distance from property lines (include height and square footage)
  
- 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 floodwaters.
  - 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.
  
- 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).

**Fee (Card, Cash or Check made payable to the City of Riverside)**

- Application Fee:
  - Accessory Structure    \$40
  - Residential                \$50
  - Non-Residential        \$75
  
- Work without a Permit Penalty:        Double Total Permit Fee

## **NOTES:**

- *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 SFHA that has sustained damage from any source (flood, fire, etc...) must be evaluated 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.*
- *All development proposals determined to be located in a floodway must be accompanied by a hydrologic and hydraulic analysis showing impacts on of the development on 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.*

## **Resources:**

FEMA's official online public source to find most Flood Insurance Rate Maps. Download and print legal, to-scale copies of flood maps:

<https://hazards-fema.maps.arcgis.com/apps/webappviewer/index.html?id=8b0adb51996444d4879338b5529aa9cd>

FEMA's official online public source to find all flood hazard mapping products created under NFIP. Download and print legal, to-scale copies of flood maps: <https://msc.fema.gov/portal/home>