

# FLOOD HAZARD DEVELOPMENT APPLICATION

, Maine

(All applicants must complete entire application)  
[60.3(c&d)]

Application is hereby made for a Flood Hazard Development Permit as required under Article II of the Floodplain Management Ordinance of \_\_\_\_\_, Maine, for development as defined in said ordinance. This permit application does not preclude the need for other municipal permit applications.

Owner: \_\_\_\_\_ Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Applicant: \_\_\_\_\_ Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Contractor: \_\_\_\_\_ Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_

## LEGAL DESCRIPTION

Is this part of a subdivision?  Yes  No If yes, give the name of the subdivision and lot number:

Subdivision: \_\_\_\_\_ Lot #: \_\_\_\_\_

Tax Map: \_\_\_\_\_ Lot #: \_\_\_\_\_

Address: \_\_\_\_\_  
Street/Road Name

Zip Code: \_\_\_\_\_  
Town/Zip Code

General explanation of proposed development: \_\_\_\_\_

Estimated Value of Proposed Development: \$ \_\_\_\_\_

Proposed Lowest Floor elevation [for new or substantially improved structure]: \_\_\_\_\_

## OTHER PERMITS

Are other permits required from State or Federal jurisdictions?  Yes  No  
If yes, are these other permits attached?  Yes  No  Not Applicable

Federal and State Permits may include but are not limited to: ME/DEP/Natural Resource Protection Act, Site Location of Development Act, Metallic Mineral Exploration, Advanced Exploration and Mining; USACE/Section 9 & 10 of the Rivers and Harbors Act/ Section 404 of the Clean Water Act; Federal Energy Regulation Commission.

## SEWER AND WATER

Sewage Disposal:  Public  Private  
 Existing  Proposed  Not Applicable Type \_\_\_\_\_

Water Supply:  Public  Private

(This section to be completed by Municipal Official)

**LOCATION**

Flooding Source (name of river, pond, ocean, etc.): \_\_\_\_\_

- AE Zone
- A1-30 Zone
- A Zone
- FRINGE
- FLOODWAY (2 width of floodplain in A Zone)

Base Flood Elevation (bfe) at the site \_\_\_\_ NGVD [Required for New Construction or Substantial Improvement]

Lowest floor elevation of proposed or existing structure \_\_\_\_ NGVD [Required for New Construction or Substantial Improvement]

If proposed development is in an AE or A1-30 Zone and cross section data is available in the Flood Insurance Study, please note the nearest cross section reference letter and elevation of base flood at nearest cross section above and below the site.

Cross Section Letter	Base Flood Elevation
Above Site _____	Above Site _____
Below Site _____	Below Site _____

Basis of unnumbered A Zone bfe determination:

- From a Federal Agency:  USGS  USDA/NRCS  USACE  Other \_\_\_\_\_
- From a State Agency:  MDOT  Other \_\_\_\_\_
- Established by Professional Land Surveyor
- Established by Professional Engineer  HEC/RAS  HEC II  HY 7  TR20  TR55  Quick-2  Other \_\_\_\_\_
- Highest Known Water Level
- Other (Explain) \_\_\_\_\_

**VALUE**

If the development involves work on an existing structure, enter the Market Value of existing structure before improvements:  
\$ \_\_\_\_\_

- New Construction or Substantial Improvement
- Minor improvement or minor addition to existing development

**TYPE OF DEVELOPMENT**

Check the appropriate box to the left of the type(s) of development requested and complete information for each applicable line:

- |   |                                |  |   |
|---|--------------------------------|--|---|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> 1. Residential Structure           <ul style="list-style-type: none"> <li><input type="checkbox"/> 1a. New Structure _____</li> <li><input type="checkbox"/> 1b. Add to Structure _____</li> <li><input type="checkbox"/> 1c. Renovations/repairs/maintenance _____</li> </ul> </li> <li><input type="checkbox"/> 2. Non-Residential Structure           <ul style="list-style-type: none"> <li><input type="checkbox"/> 2a. New Structure _____</li> <li><input type="checkbox"/> 2b. Add to Structure _____</li> <li><input type="checkbox"/> 2c. Renovations/repairs/maintenance _____</li> <li><input type="checkbox"/> 2d. Floodproofing _____</li> </ul> </li> <li><input type="checkbox"/> 3. Accessory Structure _____</li> <li><input type="checkbox"/> 4. Functionally Dependent Use:           <ul style="list-style-type: none"> <li><input type="checkbox"/> 4a. Dock _____</li> <li><input type="checkbox"/> 4b. Pier _____</li> <li><input type="checkbox"/> 4c. Boat Ramp _____</li> <li><input type="checkbox"/> 4d. Other _____</li> </ul> </li> <li><input type="checkbox"/> 5. Paving _____</li> <li><input type="checkbox"/> 6. Conditional Use (Lobster/Fish Shed seaward of mean high tide) _____</li> </ul> | <p>Dimensions</p> <p>_____</p> | <ul style="list-style-type: none"> <li><input type="checkbox"/> 7. Filling<sup>1</sup> _____</li> <li><input type="checkbox"/> 8. Dredging _____</li> <li><input type="checkbox"/> 9. Excavation _____</li> <li><input type="checkbox"/> 10. Levee _____</li> <li><input type="checkbox"/> 11. Drilling _____</li> <li><input type="checkbox"/> 12. Mining _____</li> <li><input type="checkbox"/> 13. Dam: Water surface to be created _____</li> <li><input type="checkbox"/> 14. Water Course Alteration _____</li> <li><input type="checkbox"/> 15. Storage of equipment or materials _____</li> <li><input type="checkbox"/> 16. Sewage Disposal System _____</li> <li><input type="checkbox"/> 17. Water Supply System _____</li> <li><input type="checkbox"/> 18. Other: Explain _____</li> </ul> | <p>Cubic Yards</p> <p>_____</p> <p>Number of Acres</p> <p>_____</p> |
|---|--------------------------------|--|---|

Note: Conditional Use requires add'l. information due to specific standards, public hearing, and Planning Board review.

<sup>1</sup> Certain prohibitions apply in Velocity Zones

Attach a Site Plan – 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.

Attach Statement – describing in detail how each applicable development standard in Article VI will be met.

For New Construction or Substantial Improvement also show:

- Existing and proposed grade elevations adjacent to the walls of the structure done by a Professional land Surveyor, Architect, or Engineer.
- Location and elevation of temporary elevation reference marks on the site.

**Special Note:**

**Substantial Improvement** is defined as any reconstruction, rehabilitation, addition or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the start of construction of the improvement. Please refer to the floodplain management ordinance, Article XIV, for more complete definitions of New Construction and Substantial Improvement.

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 ordinances, codes, or regulations of the municipality;
- The applicant hereby gives consent to the Code Enforcement Officer to enter and inspect activity covered under the provisions of the Floodplain management Ordinance;
- If issued, the 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 180 days of issuance.

I hereby certify that all the statements in, and in the attachments to this application are a true description of the existing property and the proposed development project.

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

or  
Authorized Agent: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

(This section to be completed by Municipal Official)

Date: Submitted \_\_\_\_\_; Fee Paid \_\_\_\_\_; Reviewed by CEO \_\_\_\_\_; Reviewed by Planning Board \_\_\_\_\_

Permit # \_\_\_\_\_ Issued by \_\_\_\_\_ Date \_\_\_\_\_

# NATIONAL FLOOD INSURANCE PROGRAM ELEVATION CERTIFICATE

## PAPERWORK REDUCTION ACT NOTICE

Public reporting burden for the Elevation Certificate is estimated to average 3.5 hours per response. Burden means the time, effort, or financial resources expended by persons to generate, maintain, retain, disclose, or provide information to the Federal Emergency Management Agency (FEMA). You are not required to respond to the collection of information unless a valid OMB control number is displayed in the upper right corner of the form. You may send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: U.S. Department of Homeland Security, Federal Emergency Management Agency, Mitigation Division, 500 C Street SW, Washington DC 20472, Paperwork Reduction Project (1660-0008). NOTE: Do not send your completed form to this address. To obtain or retain benefits under the National Flood Insurance Program (NFIP), you must respond to this collection of information.

## PURPOSE OF THE ELEVATION CERTIFICATE

The Elevation Certificate is an important administrative tool of the National Flood Insurance Program (NFIP). It is to be used to provide elevation information necessary to ensure compliance with community floodplain management ordinances, to determine the proper insurance premium rate, and to support a request for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on fill (LOMR-F).

The Elevation Certificate is required in order to properly rate post-FIRM buildings, which are buildings constructed after publication of the Flood Insurance Rate Map (FIRM), located in flood insurance Zones A1-A30, AE, AH, A (with BFE), VE, V1-V30, V (with BFE), AR, AR/A, AR/AE, AR/A1-A30, AR/AH, and AR/AO. The Elevation Certificate is not required for pre-FIRM buildings unless the building is being rated under the optional post-FIRM flood insurance rules.

As part of the agreement for making flood insurance available in a community, the NFIP requires the community to adopt a floodplain management ordinance that specifies minimum requirements for reducing flood losses. One such requirement is for the community to obtain the elevation of the lowest floor (including basement) of all new and substantially improved buildings, and maintain a record of such information. The Elevation Certificate provides a way for a community to document compliance with the community's floodplain management ordinance.

Use of this certificate does not provide a waiver of the flood insurance purchase requirement. Only a LOMA or LOMR-F from the Federal Emergency Management Agency (FEMA) can amend the FIRM and remove the Federal mandate for a lending institution to require the purchase of flood insurance. However, the lending institution has the option of requiring flood insurance even if a LOMA/LOMR-F has been issued by FEMA. The Elevation Certificate may be used to support a LOMA or LOMR-F request. Lowest floor and lowest adjacent grade elevations certified by a surveyor or engineer will be required if the certificate is used to support a LOMA or LOMR-F request. A LOMA or LOMR-F request must be submitted with either a completed FEMA MT-EZ or MT-1 package, whichever is appropriate.

This certificate is used only to certify building elevations. A separate certificate is required for floodproofing. Under the NFIP, non-residential buildings can be floodproofed up to or above the Base Flood Elevation (BFE). A floodproofed building is a building that has been designed and constructed to be watertight (substantially impermeable to floodwaters) below the BFE. Floodproofing of residential buildings is not permitted under the NFIP unless FEMA has granted the community an exception for residential floodproofed basements. The community must adopt standards for design and construction of floodproofed basements before FEMA will grant a basement exception. For both floodproofed non-residential buildings and residential floodproofed basements in communities that have been granted an exception by FEMA, a floodproofing certificate is required.

Additional guidance can be found in the FEMA Floodplain Management Bulletin about using the Elevation Certificate, available on FEMA's website at [www.fema.gov/fima/fpmbul.shtm](http://www.fema.gov/fima/fpmbul.shtm). Click on "FEMA 467-1 Elevation Certificate Cover and Bulletin."

# CERTIFICATE OF COMPLIANCE \_\_\_\_\_, Maine

Owner: \_\_\_\_\_

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

Tax Map: \_\_\_\_\_ Lot #: \_\_\_\_\_

Location of Property: \_\_\_\_\_  
\_\_\_\_\_

The development described above has been constructed in compliance with the Floodplain Management Ordinance for \_\_\_\_\_, Maine.

A variance  was  was not required for this development.

This determination is based on:  Elevation Certificate data  Floodproofing Certificate data  
provided by: [check appropriate box] [Required for New Construction or Substantial Improvement]

Professional land Surveyor

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

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

License #: \_\_\_\_\_

Architect

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

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

License #: \_\_\_\_\_

Professional Engineer

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

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

License #: \_\_\_\_\_

On Site Inspection by Code Enforcement Officer: \_\_\_\_\_

Code Enforcement Officer (please print)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Flood Hazard Development Permit #: \_\_\_\_\_

# FLOOD HAZARD DEVELOPMENT PERMIT

## For FLOODPROOFING

### Non-Residential Structures

\_\_\_\_\_, Maine

This Flood Hazard Development Permit allows Floodproofing of Non-residential Structures in a Special Flood Hazard Area. Floodproofing means any combination of structural and non-structural additions, changes or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and contents. This permit is issued based on documentation that the information provided in the Flood Hazard Development Permit Application is in compliance with the Floodplain Management Ordinance.

If the floodproofing is to serve as a method of bringing a structure into compliance with National Flood Insurance Program (NFIP) elevation requirements:

- All standards required by NFIP 44 CFR 60.3(c)(3) and all standards required by Article VI.G. of the Floodplain Management Ordinance must be met; and
- The application for this permit must include a FEMA Floodproofing Certificate (Form 31-65) signed by a registered professional engineer or architect certifying that the design and methods of construction will be in accordance with accepted standards of practice for meeting the provisions of NFIP 44 CFR 60.3(c)(3) as well as Article VI.G. of the Floodplain Management Ordinance.

A Flood Hazard Development Permit for Floodproofing is hereby issued as provided under Article V.F. of the Floodplain Management Ordinance of \_\_\_\_\_, Maine, for development as defined in said ordinance.

Tax Map: \_\_\_\_\_ Lot #: \_\_\_\_\_

The permittee understands and agrees that:

- The permit is issued on the representations made herein and on the application for permit;
- The permit 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;
- The permit will not grant any right or privilege to erect any structure or use any premises described for any purposes or in any manner prohibited by the ordinances, codes, or regulations of the municipality;
- The permittee hereby gives consent to the Code Enforcement Officer to enter and inspect activity covered under the provisions of the Floodplain Management Ordinance;
- The permit form will be posted in a conspicuous place on the premises in plain view; and,
- The permit will expire if no work is commenced within 180 days of issuance.

I hereby certify that all the statements in, and in the attachments to this permit are a true description of the existing property and the proposed development project.

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

or  
Authorized Agent: \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

Issued by: \_\_\_\_\_ Date: \_\_\_\_\_

Permit #: \_\_\_\_\_

# National Flood Insurance Program Hydraulic Openings Certificate

Project Name

I, \_\_\_\_\_, do hereby certify that the opening(s) designed for installation in the aforementioned building have been engineered to allow for the automatic equalizing of hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwater during floods up to and including the base (100-year) flood.

[Guidance on engineered openings is available in FEMA's Technical Bulletin 1-93, *Openings in Foundation Walls.*]

Certifier's Name

Title

Type of License

License Number

Company Name

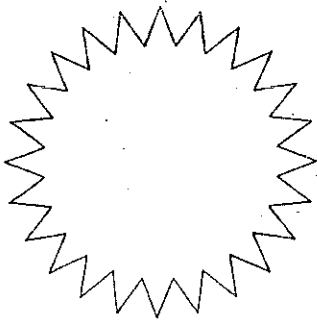
Street Address

City, State, Zip

Telephone Number

Signature

Date



PROFESSIONAL SEAL



FEMA

*NATIONAL FLOOD INSURANCE PROGRAM*

ELEVATION CERTIFICATE

AND

INSTRUCTIONS



Flood Hazard Development Permit Application  
&  
Permit Forms

For Communities with Base Flood Elevations  
[60.3(c&d)]

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This document was prepared by the  
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