



PLANNING & ZONING

City of Huntington
Planning & Zoning
P.O. Box 1659 | Huntington, WV 25717
(304) 696-5540, option 3
planningdept@huntingtonwv.gov

Floodplain Development Permit Application

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

1. No work may start until a Floodplain Development Permit and Location Improvement Permit have been issued.
2. The permits will be revoked if any false statements are made herein.
3. If revoked, all work must cease until a permit is reissued.
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 of issuance.
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 their representative to make reasonable inspections required to verify compliance

I, THE APPLICANT, CERTIFY THAT ALL STATEMENTS HEREIN AND IN ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE.

Signature

Date

SECTION 2: PROPOSED DEVELOPMENT (to be completed by APPLICANT)

Name: _____

Address (c,s,z): _____

Email: _____ Phone: _____

Contractor: _____

Engineer: _____

Project Location:

To avoid delay in processing the application, please attach sufficient information to easily identify the project location, providing the street address, Tax Map, Parcel and Lot information, or legal description and, if outside urbanized areas, the distance to the nearest intersecting road or well-known landmark. A sketch attached to this application showing the project location would be helpful.

DESCRIPTION OF WORK

A. Structural Development

- | <u>Activity</u> | <u>Structure Type</u> | | |
|-------------------------------------|-----------------------------------------------------------------|---------------------------|--------------------------|
| <input type="radio"/> New structure | <input type="radio"/> Residential (1-4 Family) | | |
| <input type="radio"/> Addition | <input type="radio"/> Residential (more than 4 family) | | |
| <input type="radio"/> Alteration | <input type="radio"/> Non-Residential - Floodproofing: | <input type="radio"/> Yes | <input type="radio"/> No |
| <input type="radio"/> Relocation | <input type="radio"/> Combined Use (Residential and Commercial) | | |
| <input type="radio"/> Demolition | <input type="radio"/> Manufactured (Mobile) Home | | |
| <input type="radio"/> Replacement | <input type="radio"/> In Manufactured Home Park? | <input type="radio"/> Yes | <input type="radio"/> No |

Estimated Cost of Project: \$ _____ **Present Market Value:** \$ _____

Substantial Damage/Improvement? Yes No

B. Other Development Activities

- Fill Mining Drilling Grading
- Excavation (except for structural development checked above)
- Watercourse Alteration (including dredging and channel modifications)
- Drainage Improvements (including culvert work)
- Road, Street, or Bridge construction
- Subdivision (new or expansion)
- Individual Water or Sewer System
- Other (specify) _____

After completing SECTION 2, the APPLICANT should submit this packet to the 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 the application review is complete and NO FLOODPLAIN DEVELOPMENT PERMIT IS REQUIRED).
- IS** located in a Special Flood Hazard Area
 FIRM zone designation: _____
 Base Flood Elevation at the site: _____ Ft. NAVD88
- Unavailable
- IS** located in a floodway
 FIRM Panel No.: _____ Dated: _____

See SECTION 4 for additional instructions.

Floodplain Administrator _____ Date _____

SECTION 4: ADDITIONAL INFORMATION REQUIRED (To be completed by the LOCAL ADMINISTRATOR)

The APPLICANT must submit the documents checked below before the application may be processed:

- A site plan showing the location of all existing structures, water bodies, adjacent roads, lot dimensions and proposed development.
- Development plans, drawn to scale, and specifications, including where applicable: details for anchoring structures, proposed elevation of lowest floor (including basement), types of water resistant materials used below the first floor, details of floodproofing of utilities located below first floor and details of enclosures below the first floor.

Also: _____

- Subdivision or other development plans (if the subdivision or other development exceeds 10 lots or 2 acres, whichever is the lesser, the applicant must provide 1% annual chance flood elevations if they are not otherwise available).
- Plans showing the extent of watercourse relocation and/or landform alterations.
- Top of new fill elevation _____ Ft. NAVD88
- Floodproofing protection level (non-residential only) _____ Ft. NAVD88
For floodproofed structures, APPLICANT must attach certification from a registered engineer or architect.
- Certification from a registered engineer that the proposed activity in a regulatory floodway will not result in any increase in the height of the 1% annual chance flood. A copy of all data and calculations supporting this finding must also be submitted.
- Other _____

SECTION 5: PERMIT DETERMINATION (To be completed by the LOCAL ADMINISTRATOR)

I have determined that the proposed activity

- **IS** In conformance with the provisions of Article 1349 of the City of Huntington Zoning Ordinance. The permit is issued subject to the conditions attached to and made part of this permit.
- **IS NOT**

Floodplain Administrator

Date

If the proposed activity IS conforming, the Local Administrator may issue a Floodplain Development Permit upon payment of designated fee.

If the proposed activity IS NOT conforming, the Local Administrator will provide a written summary of deficiencies. Applicant may revise and resubmit an application to the Local Administrator or may appeal a decision to the Board of Zoning Appeals.

APPEALS

Appealed to the Board of Zoning Appeals? Yes No Hearing Date: _____

Board of Zoning Appeals Approved? Yes No _____

Conditions: _____

SECTION 6: AS-BUILT ELEVATION (To be completed by the APPLICANT before the 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 licensed land surveyor (or attach a certification to this application).

- A. Actual (As-Built) Elevation of the top of the lowest floor, including basement, bottom of lowest structural member of the lowest floor, excluding piling and columns.
- B. Actual (As-Built) Elevation of floodproofing protection is _____ Ft. NAVD88

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

SECTION 7: COMPLIANCE ACTION (To be completed by the 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 prevention.

INSPECTIONS:	Date: _____	By: _____	Deficiencies?	<input type="radio"/> Yes	<input type="radio"/> No
	Date: _____	By: _____	Deficiencies?	<input type="radio"/> Yes	<input type="radio"/> No
	Date: _____	By: _____	Deficiencies?	<input type="radio"/> Yes	<input type="radio"/> No

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

Certificate of Compliance/Occupancy issued:

Floodplain Administrator

Date