



APPLICATION # \_\_\_\_\_

- Permitted Use
- Special Exception
- Variance

**FLOOD PLAIN DEVELOPMENT PERMIT REQUEST**

- 1. APPLICANT  
Name: \_\_\_\_\_  
Home Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Business Address: \_\_\_\_\_ Telephone: \_\_\_\_\_
  
- 2. OWNER(S) OF RECORD  
Name: \_\_\_\_\_  
Home Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Business Address: \_\_\_\_\_ Telephone: \_\_\_\_\_
  
- 3. DESCRIPTION OF LAND PARCEL  
Address: \_\_\_\_\_  
Parcel zones as: \_\_\_\_\_ Total Area (acres): \_\_\_\_\_  
Map No. \_\_\_\_\_ Block No. \_\_\_\_\_ Parcel No. \_\_\_\_\_ (According to Town Assessor's Map)
  
- 4. NAMES AND ADDRESSES OF ABUTTING PROPERTY OWNERS:  
(If additional space is required, attach additional 8-1/2 x 11 sheets as necessary)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
- 5. DESCRIBE AND SHOW ACTIVITY TO BE PERFORMED WITHIN FLOOD PLAIN.  
(Attach map showing any flood plain limits on entire parcel and specify activity to occur.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Attach copy of Corps of Engineers permit or statement from the Corps of Engineers concerning the activity within the flood plain.
7. GENERAL DATA CONCERNING FLOOD ELEVATION AS PER NAVD DATUM.  
Flood elevation as per FEMA maps \_\_\_\_\_.
- a. Structures
- \_\_\_\_\_ Elevation of lowest floor (including basement).
- \_\_\_\_\_ Elevation of floodproofing on structure.
- b. Fill
- \_\_\_\_\_ Elevation of highest elevation of fill.
- \_\_\_\_\_ Quantity of fill deposited in flood hazard area. Show calculations.
- c. Description of the extent to which any watercourse will be altered as a result of proposed activity.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
8. PERMITTED USES (Does not require permit if fill or structures are not involved.)
1.  Agricultural Use
2.  Industrial/Commercial Parking Areas – 3 vehicles or less
3.  Public/Private Recreational Uses
4.  Residential: Parking/lawns/gardens
9. SPECIAL EXCEPTIONS
- a. Type of Activity
- Substantial improvement or addition to existing or accessory structure
- Fill
- b. Supporting Detail
- Structural Criteria: Show plan, profile, including Engineer's Report of the site improvements (see below):
1.  Indicate \_\_\_\_\_ Residential  
\_\_\_\_\_ Non-Residential  
\_\_\_\_\_ Replacement of existing structure
2.  Area of Addition/Improvement\* \_\_\_\_\_ sq. ft. of addition.  
\*must be less than 25% of the area covered by the original structure\*

- 3.  Fill criteria. Show map calculations and location of the following:
  - a.  That the volume of material added to the site below the base flood elevation plus any volume displaced by the structure below the base flood elevation and volume enclosed within the structure below the base flood elevation is removed from an equal or lower elevation than that upon which the proposed elevation.
  - b.  Indicate removed fill location.
  - c.  Show any elevations adjacent to the site parcel that are below or at the base flood and/or property that may be affected by any grade changes proposed on the property.
  - d.  Prepare a map to be submitted to FEMA to comply with the National Flood Insurance Program for map revisions reflecting in a conditional letter of map revision (LOMR).
- 4.  Engineer's Report
  - a.  Professional Engineer's certification pertaining to storage capacity and flow capacity of affected watercourses during flooding conditions. (Engineer may be required to provide calculations).
  - b.  Professional Engineer's certification pertaining to floodproofing methods identifying flood depths, pressures, velocities, uplifting forces, etc.
- 5.  Area Use: Show map and identify any commercial, residential or industrial area within the base flood zone that is to be used for parking, drives, loading areas or other improvements.

10. VARIANCE DETAIL

Lot of Record Requirement: List the recorded date when the parcel became a lot of record.

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Describe reason for variance request. If related to a historic structure, provide information supporting its listing in the National Registry of Historical Places, the State Inventory of Historic Places, or other locally-adopted historic district.

(If additional space is required, attach additional 8-1/2 x 11 sheets as necessary)

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State the effects as a result of increased flooding: access to the parcel as a result of development, threats to public safety; creation of nuisances; or extraordinary expenses. (Also see Sec. 3-43(2) of Flood Plain Ordinance). Note: Supporting documentation from Professional Engineer required on any statements concerning flooding.

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State neighborhood characteristics and any effect the project may have concerning change.

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All data supplied must be certified by a Professional Engineer registered in State. Any elevations or property lines shown shall be of A-2 standards certified by a land surveyor, registered by the State.

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CERTIFICATION

The undersigned warrants the truth of all statements contained herein and in all supporting documents to the best of their knowledge and belief.

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Applicant's Signature

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Owner's Signature