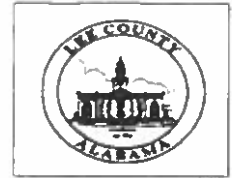




## Floodplain Development Permit Application for Unincorporated Lee County Alabama



This is an application packet for a Floodplain Development Permit. Certain sections are to be completed by the Applicant, and certain sections are to be completed by the local Floodplain Administrator (FPA). The local FPA for unincorporated areas of Lee County is the Chief Building Official.

The National Flood Insurance Program (NFIP) provides flood insurance to individuals at much lower premiums than could otherwise be purchased through private insurers, and makes certain federal monies available to local communities. In order for citizens to be eligible for the national flood insurance rates, or for communities to receive certain kinds of federal monies, the community must agree to meet minimum floodplain standards. This application packet is a tool to ensure that the minimum standards are met.

In a participating NFIP community, flood insurance policies can be purchased from any local insurance agent at the national rate. Even though the policy may be issued as if it were coming from the insurance company you deal with, it is actually a Federal NFIP policy printed on the insurance agency's letterhead. The rates are determined by the flood risk zone in which you live and by the elevation of the lowest floor of your home, not by the insurance company, and should be the same regardless of which agent or agency sells you the insurance.

You may buy flood insurance for your own peace of mind, you may be required to buy it before a lending institution will make or refinance a loan, or you may not be buying flood insurance at all. Whatever the case, if the property which you propose to develop is located within a "Special Flood Hazard Area" on a flood map issued by the Federal Emergency Management Agency (FEMA), you **MUST** obtain a Floodplain Development Permit prior to beginning the project. This is a requirement of the Lee County Flood Damage Prevention Resolution, and there are penalties for failing to do so.

Floodplain Development Permits are **ONLY** required for developments in areas designated as "Special Flood Hazard Areas" of FEMA-issued flood maps. Flood maps can be reviewed at the Lee County Building Inspections office, or online at the FEMA website ([www.FEMA.gov](http://www.FEMA.gov)).

If you are proposing a development of any kind (constructing a new building, adding on to an existing building, clearing land, placing fill, grading land, mining, dredging, drilling, etc...) in a floodplain, you **MUST** submit Section I of this application for a Floodplain Development Permit to your local FPA. Depending upon the type of development you are proposing, additional forms **may** be required. For example, all new buildings in a Special Flood Hazard Area require an Elevation Certificate to document that the lowest floor of the building is elevated to a certain height relative to the anticipated flood crest of the "base flood" event. The Elevation Certificate and other forms **should only be completed if they are required by the FPA for the proposed development**.

Typically, the Applicant completes Section I of this packet and submits the information to the local FPA. The FPA reviews the submission and determines whether or not additional information is needed. If it is, the FPA will request the additional information from the Applicant. Once all required materials have been submitted, the FPA will make a permitting decision and either issue or deny the requested Floodplain Development Permit. (Denied permits may be appealed per the provisions of the Flood Damage Prevention Resolution.)

The Applicant should understand that a Floodplain Development Permit is only a permit to complete the proposed development. It is a permit to, for example, build a house, construct a baseball field, install a drainage ditch or septic system or grade a parcel of land. Before the house can actually be occupied, or the developed land used, a Compliance Certificate must be issued by the local FPA. The FPA will perform an inspection after the project is completed, or perhaps several inspections throughout the progress of the project, to make sure that the development is compliant with the requirements of the local Flood Damage Prevention Resolution. Once the Compliance Certificate has been issued, the process has been completed.

FLOODPLAIN DEVELOPMENT PERMIT APPLICATION  
UNINCORPORATED LEE COUNTY

OFFICE USE ONLY
Date Received: _____
File Number: _____

**SECTION I: Applicant and Project Information**

**GENERAL INFORMATION**

1. No work of any kind may begin in a floodplain area designated as A or AE until a floodplain development permit is issued.
2. The permit may be revoked if any false statements are made in this application.
3. If revoked, all work must cease until a permit is re-issued.
4. The development may not be used or occupied until a **Certificate of Compliance** is issued.
5. The permit will expire if no work is commenced within 6 months of the date of issue.
6. The permit will not be issued until any other necessary local, state or federal permits have been obtained.
7. By signing and submitting this application, the Applicant gives consent to the local Floodplain Administrator or his/her representative to make reasonable inspections prior to the issuance of a **Certificate of Compliance**.
8. By signing and submitting this application, the Applicant certifies that all statements contained in SECTION I of the application, and in any additional attachments submitted by the Applicant, are true and accurate.

**OWNER INFORMATION**

Property owner(s): _____	Mailing address: _____
Telephone number: _____	
Fax number: _____	e-mail address: _____

Signature(s) of property owner(s) listed above<sup>1</sup>

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<sup>1</sup>Attach additional pages if there are more property owners. This permit application will not be accepted without the signature of all property owners. The signature(s) is an acknowledgement and consent to this floodplain development permit application.

**APPLICANT INFORMATION**

Applicant: _____	Notes:
Telephone number: _____	
Fax number: _____	

Signature of applicant listed above

\_\_\_\_\_

## PROJECT INFORMATION

Project _____	Lot _____	Block _____
Address _____	Subdivision _____	
	Description _____	(Please attach site plan)

A. Structural development (Please check all that apply.)

## Type of Structure

- Residential (1 to 4 families)  
 Residential (More than 4 families)  
 Non-Residential  
 Elevated  
 Floodproofed  
 Combined Use (Residential and Non-Residential)  
 Manufactured (mobile) Home  
 Located within a Manufactured Home Park  
 Located outside a Manufactured Home Park

## Type of Structural Activity

- New Structure  
 Addition to Existing Structure<sup>2</sup>  
 Alteration of Existing Structure<sup>2</sup>  
 Relocation of Existing Structure<sup>2</sup>  
 Demolition of Existing Structure  
 Replacement of Existing Structure

<sup>2</sup>Estimate Cost of Project \_\_\_\_\_B. Other Development Activities

- Excavation (not related to a Structural Development listed in Part A.)  
 Clearing  
 Placement of fill material  
 Grading  
 Mining  
 Drilling  
 Dredging  
 Watercourse alteration  
 Drainage improvement (including culvert work)  
 Individual water or sewer system  
 Roadway or bridge construction  
 Other development not listed above (specify) \_\_\_\_\_

<sup>2</sup>If the value of an addition or alteration to a Structure equals or exceeds 50% of the value of the structure before the addition or alteration, the entire structure must be treated as a substantially improved structure. A relocated structure must be treated as new construction.

**NOTE: If the proposed development is located within Zone A, new construction and substantial improvements of existing structures shall have the lowest finished floor of the lowest enclosed area (including basement) elevated no less than three (3) feet above the highest adjacent grade at the building site OR provide an Elevation Certificate showing an elevation of at least one (1) foot above the established Base Flood Elevation.**

## SIGNATURE

*I certify that to the best of my knowledge the information contained in this application is true and accurate.*

\_\_\_\_\_  
(PRINTED name)\_\_\_\_\_  
(SIGNED name)\_\_\_\_\_  
(Date)