



Floodplain Development Permit Application

This permit is required for any activity within the City of Minot Floodplain as designated on the FEMA Flood Insurance Rate Maps (FIRMs). NO work can begin until this application has been reviewed and approved by the City of Minot.

Property Information

Address: _____ Date: _____

Legal

Description: _____

Contact Information

Applicant / Developer / Contractor

Name: _____	Phone: _____	Email: _____
Mailing Address: _____		

Property Owner (if different than applicant)

Name: _____	Phone: _____	Email: _____
Mailing Address: _____		

Additional Contact / Engineer (if necessary)

Name: _____	Phone: _____	Email: _____
Mailing Address: _____		

Development Proposed

Check all that apply:

A Building(s) (walled or roofed structure)

Activity

<input type="checkbox"/> New Structure	<input type="checkbox"/> Alteration	<input type="checkbox"/> Removal/Demolition	<input type="checkbox"/> Other (please specify) _____
<input type="checkbox"/> Addition	<input type="checkbox"/> Replacement	<input type="checkbox"/> Remodel/Renovate	_____

Structure Type

<input type="checkbox"/> Single Family Residential	<input type="checkbox"/> Manufactured Home	<input type="checkbox"/> Non-Residential	<input type="checkbox"/> Other (please specify) _____
<input type="checkbox"/> Multi-Family Residential	<input type="checkbox"/> Combined Use		_____

Development other than a building:

Activity

<input type="checkbox"/> Fill placement (fill brought in from outside the floodplain)	<input type="checkbox"/> Landscaping (cut and fill, borrow and placement)	<input type="checkbox"/> Removal of fill, embankment, or dike.
<input type="checkbox"/> Excavation (where subgrade fill is removed from the floodplain)	<input type="checkbox"/> Construction or maintenance of a dike/levee/floodwall	<input type="checkbox"/> Watercourse alteration (river/stream channel modifications, rip rap)
<input type="checkbox"/> Road or bridge construction (new, repair/replacement, realignment)	<input type="checkbox"/> Drainage improvements (including culvert work)	<input type="checkbox"/> Mining (removal of gravel, rock, fill, or other natural materials)
<input type="checkbox"/> Installation of utilities (water, sewer, gas, electric, communications)	<input type="checkbox"/> Other (please specify) _____	

Estimated Cost of Project: (labor and materials)	Project Value: (per building permit)	
Existing Market Value of Structure : (if applicable)	Structure Value: (City assessed)	<input type="checkbox"/> Substantial Improvement (50% or more of market value)

Description of the extent to which a water course will be altered or relocated:

Floodplain Information

FEMA Flood Zone Designation:	<input type="checkbox"/> A	<input type="checkbox"/> AE	<input type="checkbox"/> AO	<input type="checkbox"/> X (shaded)	<input type="checkbox"/> X(unshaded)
Base Flood Elevation:				<input type="checkbox"/> NGVD (29)	<input type="checkbox"/> NAVD (88)
Flood Protection Elevation:				<input type="checkbox"/> NGVD (29)	<input type="checkbox"/> NAVD (88)
Located within the floodway?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	(If yes, submit an Engineers report addressing standards set forth by Section 20-18(a) of the City of Minot Zoning Ordinance)		

Regulatory Requirements

Structure is:	<input type="checkbox"/> Elevated	<input type="checkbox"/> Floodproofed (only applicable to non-residential)
Elevation Certificate:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Lowest Floor Elevation:		<input type="checkbox"/> NGVD (29) <input type="checkbox"/> NAVD (88)
Elevation of Garage Slab:		<input type="checkbox"/> NGVD (29) <input type="checkbox"/> NAVD (88)
Lowest Elevation of HVAC Equipment:		<input type="checkbox"/> NGVD (29) <input type="checkbox"/> NAVD (88)

Additional Requirements

Required with all applications: Plans drawn to scale showing the nature, location, dimensions, and elevations of the area in question; existing or proposed structures, fill storage materials, drainage facilities; and the location of the foregoing.
(Section 20-12)

Required with all applications involving floodproofing: Certification by a registered professional engineer or architect in the State of North Dakota that the floodproofing methods for any non-residential structure meet the floodproofing criteria in Section 20-17(b) of the City of Minot Zoning Ordinance.
(Section 20-12(c))

Elevation to which any structure is to be floodproofed: _____

Required with all applications in the floodway: Certification by a registered professional engineer or architect in the State of North Dakota demonstrating that encroachments shall not result in any increase in flood levels during the occurrence of a base flood discharge.
(Section 20-18(a))

By signing, I attest that this application is complete and accurate to the best of my knowledge. I understand the regulations of the City of Minot Zoning Ordinance as they pertain to this request(s). Other permits may be required to fulfill local, state, and federal regulatory requirements.

Applicant's Signature

Date

To Be Completed by Floodplain Administrator

Floodplain Determination:

Project Location:

(Check One)

- Not located in a Special Flood Hazard Area
- Located in a Special Flood Hazard Area (A, AE, AO or AH Zones)
- Located in Floodway

Ground Elevation at Site:	FIRM Zone:	FIRM Date:
Base Flood Elevation at Development Site:	Lowest floor must be elevated to:	

Permit Determination:

I have determined that the proposed development:

(Check One)

- Is in conformance with all provisions of the City of Minot Zoning Ordinance
- Is not in conformance with all provisions of the City of Minot Zoning Ordinance, specifically:

Administrator's Signature

Date