



Town of South Bristol
Code Enforcement Office
 6500 West Gannett Hill Road
 Naples, NY 14512-9216
 585.374.6341

Permit # _____
 Tax Map # _____

Floodplain Development Permit Application

Section 1: General Provisions (Applicant to read and sign)

1. No work may start until a permit is issued.
2. The permit may be revoked if any false statements are made herein.
3. If revoked, all work must cease until permit is re-issued.
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 his/her representative to make reasonable inspections required to verify compliance.
8. I, the Applicant, certify that all statements and attachments herein to this application are, to the best of my knowledge, true and accurate.

Applicant/Property Owner signature below indicates that the Applicant/Property Owner understands that they will be responsible for all outside consultant fees incurred as a result of the submitted application, and consents to these charges.

Applicant's Signature

Date

Section 2: Proposed Development (To be completed by Applicant)

Applicant _____

Mailing Address _____

Telephone _____ Email _____

Builder _____

Mailing Address _____

Telephone _____ Email _____

Engineer _____

Mailing Address _____

Telephone _____ Email _____

Project Location

To avoid delay in processing the application please provide enough information to easily identify the project location. Provide the street address, lot number or legal description (attach) and outside urban 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 (Check all applicable boxes)

A. Structural Development

Activity

Structure Type

- New Structure
- Addition
- Alteration
- Relocation
- Demolition
- Replacement

- Residential / 1-4 Family
- Residential / More than 4 Family
- Non-residential / Flood proofing? Yes
- Combined Use / Residential & Commercial
- Manufactured (Mobile) Home
In Manufactured Home Park? Yes

Estimated Cost of Project \$ _____

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 _____

After completing Section 2, applicant should submit application and fee to Local Administrator for review.

Section 3: Floodplain Determination (To be completed by Local Administrator)

The proposed development is located on FIRM Panel No. 01-06 dated May 18, 1998.

The proposed development:

- Is not located in a Special Flood Hazard Area (Notify the applicant that the application review is complete and no Floodplain Development Permit is required).
- Is located in a Special Flood Hazard Area.
FIRM zone designation is _____
100-Year Flood elevation at the site is _____ feet NGVD (MSL)
- Unavailable
- The proposed development is located in a floodway FBFM Panel No. _____ dated _____.
- See Section 4 for additional instructions.

Signature

Date

Section 4: Additional Information Required (To be completed by Local Administrator)

The applicant must submit the documents checked below before the application can 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 flood proofing of utilities located below the first floor and details of enclosures below the first floor.
- Subdivision or other development plans (If the subdivision or other development exceeds 50 lots or 5 acres, whichever is the lesser, the applicant must provide 100-year flood elevations if they are not otherwise available.
- Plans showing the extent of watercourse relocation and/or landform alterations.
- Top of new fill elevation _____ feet NGVD (MSL).
- Flood proofing protection level (non-residential only) _____ feet NGVD (MSL). For flood proofed structures, applicant must attach certification from 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 100-year flood. A copy of all data and calculations supporting this finding must also be submitted.

Other:

Section 5: Permit Determination (To be completed by Local Administrator)

I have determined that the proposed activity: A. Is B. Is not
in conformance with provisions of adopted Town Code Chapter 88 Flood Damage Prevention by Local Law No. 1-1987; amended in its entirety by Local Law No. 2-1998. The permit is issued subject to the conditions attached to and made part of this permit.

Signature

Date

If A. is checked, the Local Administrator may issue a Development Permit upon payment of designated fee.

If B. is checked, the Local Administrator will provide a written summary of deficiencies. Applicant may revise and resubmit an application to the Local Administrator or may request a hearing from the Zoning Board of Appeals.

Appealed to the Zoning Board of Appeals? Yes No

Hearing date _____

Zoning Board of Appeals Decision of Approval? Yes No

Conditions _____

Section 6: As-Built Elevations (To be submitted by Applicant before 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 a licensed land surveyor (attach a certification to this application). Complete number one or two below.

1. Actual As-Built Elevation of the top of the lowest floor, including basement (in Coastal High Hazard Areas, bottom of lowest structural member of the lowest floor, excluding piling and columns) is _____ feet NGVD (MSL).

2. Actual As-Built Elevation of flood proofing protection is _____ feet NGVD (MSL).

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 Local Administrator)

The Local Administrator will complete this section as applicable based on the inspection of the project to ensure compliance with the community's local law for flood damage prevention.

Inspections:

Date _____ By _____ Deficiencies? Yes No
Date _____ By _____ Deficiencies? Yes No
Date _____ By _____ Deficiencies? Yes No

Section 8: Certificate of Compliance (To be completed by Local Administrator)

Certificate of Compliance issued on _____ By _____