

# Floodplain Development Application

## City of Norfolk

Office Use Only
Application Number _____

### Section I. Applicant and Project Information

#### A. General Information

1. No work may begin within a floodplain designated as X (Shaded), AE, AH, Coastal A, and VE until a floodplain development permit is issued.
2. The development may not be used or occupied until it has been approved by the Floodplain Administrator for compliance with the floodplain regulations.
3. By signing and submitting this application, the Applicant certifies that all statements contained in Section I, II, and any additional documents submitted with the application are true and accurate.
4. The permit may be revoked and a stop work order may be issued if any false information is provided in this application.

#### B. Owner/Applicant Information

Property Owner	
Applicant/Contractor	
Contractor License Number	
Mailing Address	
Telephone Number	
E-mail Address	

#### C. Project Information

Project Name		
Address		
GPIN(s) (If address is not available)		
Project Cost		
1. Structural Development (Please check all that apply) <ul style="list-style-type: none"> <li><input type="radio"/> Residential</li> <li><input type="radio"/> Non-Residential               <ul style="list-style-type: none"> <li><input type="radio"/> Elevated</li> <li><input type="radio"/> Floodproofed</li> </ul> </li> <li><input type="radio"/> Mixed Use</li> <li><input type="radio"/> Manufactured Home</li> </ul>	2. Type of Structural Activity <ul style="list-style-type: none"> <li><input type="radio"/> New Structure</li> <li><input type="radio"/> Addition</li> <li><input type="radio"/> Alteration to Existing Structure</li> <li><input type="radio"/> Substantial Improvement</li> </ul>	

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3. Other Development Activities  
*Additional permits are required from the Departments of Public Works and/or Utilities.*

- Grading/Fill
- Drainage Improvements
- Roadway or Bridge Construction
- Water or Sewer Improvements

### D. Signature

I certify that to the best of my knowledge the information contained in this application is true and accurate. I understand that all development within the floodplain is required to be constructed to meet the requirements of the *Zoning Ordinance* and the VAUSBC.

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Print	Sign	Date
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## II. Documentation

- Construction Documents for building permits
- Elevation Certificate
  - Existing (for additions and renovations)
  - Based on proposed construction (for new construction and substantial improvements)
- Physical Survey (for additions and renovations)
- Minor Site Plan addressing new construction, grading, fill and erosion and sediment control (new construction and substantial improvements)
- Approved Site Plan (if required)
- Floodproofing Certificate for nonresidential construction (if required)
- Coastal Zone Design Certificate if within Coastal A or VE zones

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### Section III: Permit Review (To be completed by city staff)

Flood Information <i>All elevations based on NAVD '88</i>	
1. FIRM map panel and date _____	
2. The proposed development is located within the: _____ flood zone(s)	
3. Base Flood Elevation (NAVD '88) _____	
4. Is the proposed development located within the X (Shaded), AE, AH, Coastal A, or VE zones? <input type="checkbox"/> YES <input type="checkbox"/> NO If NO, floodplain development permit is not required	
5. The project is a substantial improvement or renovation? <input type="checkbox"/> YES <input type="checkbox"/> NO	
X (Shaded)/0.2% Chance of Flooding zone (New construction only)	
Finished floor of development is required to be 18 inches above the highest adjacent grade.	
1. Highest adjacent grade (see minor site plan) _____	
2. Proposed finished floor of structure (see minor site plan) _____	
AE and AH zones	
3 feet of freeboard is required for all construction	
1. Elevation Certificate attached? <input type="checkbox"/> Proposed <input type="checkbox"/> Existing Condition	
2. Site Plan/Survey attached? <input type="checkbox"/> Minor <input type="checkbox"/> Major <input type="checkbox"/> NO	
3. Design Flood Elevation (BFE + Freeboard) _____	
4. Proposed finished floor _____	
5. Elevation of mechanical equipment _____	
6. Improvements are 20 feet setback from Mean High Water? <input type="checkbox"/> YES <input type="checkbox"/> NO	
7. Crawl Space is below grade on all sides? <input type="checkbox"/> YES <input type="checkbox"/> NO	
<i>If yes, plans must be revised (not permitted)</i>	
8. Flood Venting	
a. Size of Crawl Space (square feet) _____	
b. Number of flood vents _____	
c. Capacity of flood vents (square inches) _____	
d. Type/Model number(s) of engineered flood vents _____	
e. Engineer design documents submitted? <input type="checkbox"/> YES <input type="checkbox"/> NO	
<i>Engineering design documents are required for engineered flood vents</i>	
9. Elevation of attached garage _____	
a. Plumbing or mechanical within garage? <input type="checkbox"/> YES <input type="checkbox"/> NO	
<i>Plumbing and mechanical required to be elevated above DFE</i>	
b. Size of attached garage (square feet) _____	
c. Number of flood vents (if below DFE) _____	
d. Capacity of flood vents (square inches) _____	
e. Type/Model number(s) of engineered flood vents _____	
f. Engineer design documents submitted? <input type="checkbox"/> YES <input type="checkbox"/> NO	
<i>Engineering design documents are required for engineered flood vents</i>	
10. Is the structure floodproofed (non-residential only) <input type="checkbox"/> YES <input type="checkbox"/> NO	

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a. Floodproofing certificate submitted? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span> <i>Floodproofing certificate required if this type of construction is proposed</i>
<b>VE and Coastal A Zones</b>
3 Feet of freeboard required for all construction (measured to bottom of lowest horizontal member of structure)
1. Elevation Certificate attached? <span style="float: right;"><input type="checkbox"/> Proposed <input type="checkbox"/> Existing Condition</span> 2. Site Plan/Survey attached? <span style="float: right;"><input type="checkbox"/> Minor <input type="checkbox"/> Major <input type="checkbox"/> NO</span> 3. Coastal Zone Design Certificate attached? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span> 4. Design Flood Elevation (BFE + Freeboard) _____ 5. Proposed elevation lowest horizontal member of structure _____ 6. Elevation of mechanical equipment _____ 7. Improvements are 20 feet setback from Mean High Water? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span> 8. Breakaway walls? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span> <i>If yes, plans must be revised (not permitted)</i> 9. Structural Fill? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span> <i>If yes, plans must be revised (not permitted)</i>
<b>Accessory Structures</b>
3 feet of freeboard required for all construction
1. Flood zone at location of accessory structure _____ 2. Design Flood Elevation (BFE + Freeboard) _____ 3. Site Plan/Survey attached? <span style="float: right;"><input type="checkbox"/> Minor <input type="checkbox"/> Major <input type="checkbox"/> NO</span>
<b>VE or Coastal A</b>
1. Coastal Zone Design Certificate attached? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span> 2. Design Flood Elevation (BFE + Freeboard) _____ 3. Proposed elevation lowest horizontal member of structure _____ 4. Elevation of plumbing /mechanical equipment _____ 5. Breakaway walls? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span> <i>If yes, plans must be revised (not permitted)</i> 6. Structural Fill? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span> <i>If yes, plans must be revised (not permitted)</i>
<b>AE or AH</b>
1. Proposed floor elevation of structure _____ 2. Elevation of mechanical equipment _____ 3. Flood resistant construction to DFE? (required) <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span> 4. Flood Venting (if below BFE) a. Size of enclosed space (square feet) _____ b. Number of flood vents _____ c. Capacity of flood vents (square inches) _____ d. Type/Model number(s) of engineered flood vents _____ e. Engineer design documents submitted? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span> <i>Engineering design documents are required for engineered flood vents</i>