



Bill Hintz – Village President

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FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

SECTION 1 – General Provisions (APPLICANT to read and sign):

1. Permit Fee \$25.00 Paid _____ (To be completed by **Local Administrator**)
2. No work of any kind may start until permit is issued.
3. The permit may be revoked if any false statements are made herein.
4. If revoked, all work must cease until permit is re-issued.
5. Development shall not be used or occupied until a Certificate of Compliance is issued.
6. The permit will expire if no work is commenced within six months of issuance.
7. Applicant hereby gives consent to the Local Administrator or his/her representative to make reasonable inspections required to verify compliance.
8. THE APPLICANT, CERTIFY THAT ALL STATEMENTS HEREIN AND IN ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TURE AND ACCURATE.

(APPLICANT’S SIGNATURE) _____ DATE ____/____/____

SECTION 2 – Proposed Development (To be completed by APPLICANT)

NAME	ADDRESS	TELEPHONE
APPLICANT		
BUILDER		
ENGINEER		

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 / parcel number or legal description (attach) and 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

- New Structure
 - Base Flood Elevation _____ ft. (MSL)
 - Lowest Floor Elevation _____ ft. (MSL)
 - Elevation to which all-attendant utilities, including all heating and electrical equipment will be protected from flood damage _____ ft. (MSL)

- Addition* / Alteration*

• Estimated Market Value of existing structure \$ _____

- Relocation
- Demolition
- Replacement

ESTIMATED COST OF PROJECT \$ _____

* If the cost of the proposed construction equals or exceeds 50% of the market value of the structure, or 20% of the total floor area, then the substantial improvement provisions shall apply

STRUCTURE TYPE

- Residential (1-4 Family)
- Residential (More than 4 Family)
- Non-Residential (Floodproofing? Yes)
- Combined Use (Residential & Commercial)

B. OTHER DEVELOPMENT ACTIVITIES

- Clearing 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 (Please Specify) _____

After completing SECTION 2, APPLICANT should submit form to the Local Administrator for review.

SECTION 3 – Floodplain Determination (To be completed by the LOCAL ADMINISTRATOR)

The proposed development is located on FIRM Panel No. _____, Dated ____/____/____

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 partially located in the Special Flood Hazard Area, but building / development is not.
- Is located in a Special Flood Hazard Area.
FIRM zone designation is _____.
“100-Year” flood elevation at the site is: _____ft. NGVD (MSL)
 Unavailable

- Is located in the floodway.

FBFM Panel No. _____ Date ____/____/____
(If different from the FIRM panel and date)

SIGNED _____ 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 Floodproofing 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.
- Change in water elevation (in feet) _____ Meets ordinance limits on elevation increases
 Yes No
- Top of new compacted fill elevation _____ ft. NGVD (MSL).
- Floodproofing protection level (non-residential only) _____ ft. NGVD (MSL). For floodproofed structures, applicant must attach certification from registered engineer or architect.
- Certification from a registered engineer that 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 hydraulic / hydrologic 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 the provisions of Floodplain Ordinance # 10-13, March 30, 2010. The permit is issued subject to the conditions attached to and made part of this permit.

SIGNED _____ DATE ____/____/____

If Box A is checked, the Local Administrator may issue a Development Permit upon payment of designated fees. If Box B is checked, the Local Administrator will provide a written summary of deficiencies. Applicant may revise and resubmit an application to the Local Administrator.

SECTION 6 – AS-BUILT ELEVATIONS (To be submitted by **APPLICANT** before Certification of Compliance is issued)

The following information must be provided for structures that are part of this application. This section must be completed by a registered professional engineer or a licensed land surveyor (or attach a certification to this application). Complete 1 and 2 below.

1. Actual (As-Built) Elevation of the top of the lowest floor, including basement is: _____ ft. (MSL)
2. Actual (As-Built) Elevation of Floodproofing protection is _____ ft. NGVD (MSL)

SECTION 7 – COMPLIANCE ACTION (To be completed by **LOCAL ADMINISTRATOR**)

The **LOCAL ADMINISTRATOR** will complete this section as applicable based on inspection of the project to ensure compliance with the Village of Carbon Cliff's Floodplain Ordinance # 10-13.

INSPECTIONS	DATE ____/____/____	DEFICIENCIES? <input type="checkbox"/> Yes <input type="checkbox"/> No
	DATE ____/____/____	DEFICIENCIES? <input type="checkbox"/> Yes <input type="checkbox"/> No
	DATE ____/____/____	DEFICIENCIES? <input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION 8 – CERTIFICATE OF COMPLIANCE (To be completed by **LOCAL ADMINISTRATOR**)

Certificate of Compliance issued:

BY _____ DATE ____/____/____