



**FRANKLIN COUNTY
PLANNING & BUILDING CODES
DEPARTMENT**
321 West Main Street
Phone: (502) 875-8701
Fax: (502) 875-8737
www.franklincounty.ky.gov

Received:	Expiration Date: Note: Permit expires 180 days from approval.
Local SCP No:	Amount Paid: \$ _____ CK # _____
DOW SCP No:	Receipt# _____

**APPLICATION FOR A PERMIT TO DEVELOP/REPAIR
IN A LOCAL REGULATORY FLOODPLAIN**

SECTION 1: GENERAL PROVISIONS (APPLICANT to read and sign):

The undersigned hereby makes application for a permit to develop in a designated flood hazard area. The work to be performed is described below and in attachments hereto. The undersigned agrees that all such work shall be done in accordance with the requirements of the Flood Damage Prevention Ordinance of Franklin County, Kentucky and with all other applicable local, state, and federal regulations. All required permits/certifications are attached.

1. No work may start until a permit is issued.
2. The permit may be revoked if:
 - a. Any false statements are made herein;
 - b. The effective Flood Insurance Rate Map has been revised;
 - c. The work is not done in accordance with the Flood Damage Prevention Ordinance of Franklin County or other local, state and federal regulatory requirements;
 - d. The work is different than what is described and submitted to the community as part of the Floodplain Development/Repair Permit application.
3. If revoked, all work must cease until permit is re-issued.
 - a. If the permit cannot be reissued, applicant acknowledges that they will be responsible to correct the issue(s) which may require removal of any development that may have occurred.
4. Development shall not be used or occupied until:
 - a. The project has received final inspection;
 - b. A final elevation (if applicable);
 - c. Certificate of Compliance is issued (if applicable).
5. The permit will expire if no work is commenced within 180 calendar days of issuance and by the expiration date noted on the permit.
6. Applicant is hereby informed that other permits may be required to fulfill local, state and federal regulatory requirements and acknowledges that it is their responsibility to ensure that all necessary permits are obtained.
 - a. This includes but is not limited to documentation showing compliance with the Endangered Species Act.
7. Applicant hereby gives consent to the Local Floodplain Administrator or his/her representative (including state and federal agencies) to make reasonable inspections required to verify compliance.

8. Applicant acknowledges that the project will be designed to minimize any potential drainage onto surrounding properties and will be responsible for any drainage issues that may arise.

I, THE APPLICANT, CERTIFY THAT ALL STATEMENTS HEREIN AND IN ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE. FURTHERMORE, I HAVE READ AND UNDERSTAND THE RELEVANT FLOODPLAIN DAMAGE PREVENTION ORDINANCE FOR MY COMMUNITY AND WILL ADHERE TO THE ORDINANCE AND WILL OR HAVE ALREADY OBTAINED ALL NECESSARY STATE, FEDERAL AND LOCAL PERMIT FOR THE PROPOSED DEVELOPMENT. I UNDERSTAND THAT FALSE OR INACCURATE INFORMATION SUBMITTING TO THE FRANKLIN COUNTY PLANNING AND ZONING MAY BE THE BASIS FOR REVOCATION OF THE PERMIT OR ASSESSMENT OF A CIVIL FINE OR OTHER PENALTIES. I ALSO UNDERSTAND THAT CONSTRUCTION PLANS SUBMITTED TO AND APPROVED BY FRANKLIN COUNTY PLANNING AND ZONING IN THE FORM OF A PERMIT ISSUED BY FRANKLIN COUNTY PLANNING AND ZONING MUST BE FOLLOWED AND ADHERED TO AND ANY DEVIANCE THERE FROM NOT APPROVED BY THE FRANKLIN COUNTY PLANNING AND ZONING MAY ALSO BE THE BASIS FOR A NOTICE OF VIOLATION, NOTICE OF CITATION AND REVOCATION OF THE PERMIT.

APPLICANT'S NAME (Print): _____
APPLICANT'S SIGNATURE: _____ DATE: _____

SECTION 2: PROPOSED DEVELOPMENT (To be completed by APPLICANT):

Owner Information:

Owner's Name: _____
Address: _____
Telephone: _____
Email: _____

Developer/Builder Information:

Developer/Builder's Name: _____
Business Name: _____
Business License No: _____
Address: _____
Telephone: _____
Email: _____

Contractor Information:

Contractor Name: _____
Business Name: _____
Contractor License No: _____
Business License No: _____
Address: _____
Telephone: _____
Email: _____

Manufactured/Mobile Home Dealer:

Business Name: _____ Dealer Name: _____
Dealer License No: _____ Address: _____
Telephone Number: _____ Email: _____

PROJECT OVERVIEW:

Project Name: _____

Construction or site address:

PVA Parcel ID # _____ Latitude/Longitude: _____

Construction Start Date: _____

Contact Name: _____

Address: _____ Phone: () _____

Email Adress: _____

Description of Project:

Estimated Cost of Project: \$ _____

Engineer: _____ License #: _____

Address: _____ Phone: _____

Architect: _____ License #: _____

Address: _____ Phone: _____

Surveyor: _____ License #: _____

Address: _____ Phone #: _____

A. DESCRIPTION OF WORK: (check all applicable boxes):

Structural Construction

Activity (check all that apply)

Type (select one)

New Structure

Residential (Single Family)

Addition

Residential (Multi-family)

Alteration or Repair

Non-Residential

Relocation

Combined Use (Residential and Commercial)

Replacement

Manufactured (Mobile) Home

Temporary

Rehabilitation [$\leq 50\%$]

Permanent

Fence

Maintenance

Swimming pool

Emergency Repair

Driveway

Rehabilitation [$< 50\%$]

Grading/Parking lot

Substantial Improvement
[$>50\%$]

Other Proposed Development:

Filling

Grading or Excavation (not a part of structural construction checked above)

Watercourse Alteration (including dredging and channel modifications)

Demolition or Clearing (including removal of vegetation)

Drainage Improvements (including culvert work)

Road, Street or Bridge Construction

Subdivision (new or expansion)

Individual Water or Sewer System (or other utility work)

Historic Structure

Other (Please specify) _____

Size and location of proposed development:

B. Alterations, additions, repairs, or improvements to an existing structure (if applicable):

1. You need to determine the current appraisal value of the property by using one of the following methods:

a. Property Valuation Administrator (PVA) Assessment by calling 502-875-8780.

b. Contact a certified general real property appraiser licensed and certified by the Kentucky Real Estate Appraiser Board and order an appraisal at your expenses.
\$ _____ (Please submit copy of appraisal with Application).

If work is on, within or connected to an existing structure:

a. Valuation of Existing structure: _____

b. Source of Valuation: _____

When the Existing Structure was built: _____

*If the value of an addition, remodel or alteration to a structure equal or exceeds 50% of the value of the structure before the addition, remodel or alteration, the entire structure must be treated as a substantially improved structure and is required to comply with the relevant Franklin County Flood Damage Prevention Ordinance. A relocated structure, including mobile homes, manufactured homes or cabins, must be treated as a new construction.

C. Floodproofing (if applicable):

1. Type of flood protection method? Dry/Wet _____ Flood Proofing
_____ Elevating the development.

2. What is the proposed floodproofing elevation? _____ feet NAVD (1988).

SECTION 3: FLOODPLAIN DETERMINATION (To be completed by Floodplain Administrator)

Note: All references to elevations above mean sea level as defined the 1988 North America Vertical Datum (NAVD 1988).

1. The proposed development is located on FIRM Panel No.: _____, Dated: _____, or (List Stream, Subdivision, etc.) _____.

2. Is the proposed development in an identified floodway?

__ Yes

__ No

a. If yes, an Engineering “No-Impact” Certification must be completed (See Section 4).

3. What is the zone and panel number in the area of the proposed development (as identified on the FIRM, FHBM)? **Zone** _____ **Panel #** _____

4. Base Flood Elevation (BFE) of site? _____ feet MSL.

5. Required lowest floor elevation (including basement) and elevation to which all attendant utilities, including all heating and electrical equipment's will be installed or floodproofed at? _____ feet MSL.

6. Will the proposed development require the alteration of any water courses?

Yes

No

7. For alterations, additions, or improvements to an existing structure: Does the cost of the proposed construction equal or exceed 50% of the market value of the structure?

Yes

No

a. If yes, then the substantial improvement requirements apply.

i. What is the estimated market value of the existing structure? \$ _____

ii. What is the cost of the proposed construction? \$ _____

SECTION 4: ADDITIONAL INFORMATION (To be completed by Floodplain Administrator):

The applicant must provide the documents checked below (in duplicate) before the application can be processed.

____ Site plan(s), drawn to scale, showing, but not limited to, the nature, location, dimensions, and elevations of the area in question; existing or proposed structures, fill, storage of materials, drainage facilities;

____ Location of all existing or proposed structures, water bodies, adjacent roads, lot dimensions; and any proposed

____ Watercourse and/or grading alterations.

____ 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 developments exceeds 50 lots or 5 acres, whichever is the lesser, the applicant must provide 100-year flood elevations if they are not otherwise available.

____ Flood proofing protection level (non-residential only) _____ feet MSL. For flood proofed structures applicant must provide certification from registered engineer or architect.

___ Engineering “No-Impact” Certification. Certification from a registered engineer that encroachments in a regulatory floodway will not result in any increase in the base flood elevation levels during occurrence of base flood discharge. A copy of all supporting technical data and calculations must also be submitted.

___ Other:

SECTION 5: FLOODPLAIN DEVELOPMENT/REPAIR PERMIT CHECKLIST (To be completed by Floodplain Administrator):

The APPLICANT may be required to submit the following documents at the discretion of the approving community official:

___ PVA Valuation

___ Maps and/or plans showing the location, scope and extent of development.

___ Flood-proofing Certificate. Verification and record by registered engineer or architect of the actual (as-built) elevation to which the new or substantially improved structures have been flood-proofed. Certification of Elevated Structures by a registered engineer or architect.

___ Elevation Certificate. Verification and record by registered engineer or surveyor of the actual (as-built) elevation of the lowest floor of all new or substantially improved structures.

___ Elevation verification must also be provided at the foundation construction stage.

___ Finished Construction Elevation certificate.

___ Grading plans.

___ Detailed hydraulic and hydrology model for development in a Zone A.

___ Conditional Letter of Map Revision (CLOMR).

___ Non-conversion agreement: Required for all structures that are constructed with an enclosure.

___ Wetland permit from the U.S. Army Corps of Engineers.

___ Copies of all federal, local and state permits that are required.

___ Manufacturing home anchoring certificate. Certificate and supporting documentation used to provide the certification

___ As-built plan(s) of watercourse or grading alteration showing actual height of fill, drainage facilities, roads, water bodies or other completed structures.

___ **Other documents deemed necessary by the Floodplain Administrator**

SECTION 7: PERMIT DETERMINATION (To be completed by Local Administrator):

___ **PERMIT APPROVED:** Must comply with all applicable flood damage prevention standards.

___ **PERMIT APPROVED WITH CONDITIONS:** The information submitted for the proposed project was reviewed. In order for the proposed project to be approved, certain restrictions or conditions must be met. These restrictions or conditions are attached.

___ **PERMIT DENIED:** The proposed project does not meet approved floodplain management standards (explanation on file).

___ **EXEMPT:** The proposed project is exempt from the flood damage prevention standards (attach explanation).

SIGNATURE OF COMMUNITY OFFICIAL:

_____ **DATE:** _____

APPEALS:

Appealed to: _____ **Hearing Date:** _____

Appeals Board Decision (or see attached):
