



Permit Number: \_\_\_\_\_

Issue Date: \_\_\_\_\_

## **NEOSHO COUNTY FLOODPLAIN DEVELOPMENT PERMIT APPLICATION**

A permit is required for all development in the Special Flood Hazard Area (SFHA). The National Flood Insurance Program (NFIP) defines development as "any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials."

### **Section A: Applicant Information**

Name of ☐ Property Owner or ☐ Developer/Contractor \_\_\_\_\_

Mailing Address \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

### **Section B: Project Location**

Site Address \_\_\_\_\_

Parcel / Quick-Ref # \_\_\_\_\_

Legal Description \_\_\_\_\_

Acres \_\_\_\_\_

### **Section C: Project Information**

☐ New Construction\*

☐ Minimum Improvement

☐ Excavation

☐ Substantial Improvement\*

☐ Fill (avg. height: \_\_\_\_\_ ft)

☐ Grading

☐ Other (Describe) \_\_\_\_\_

*\*Finished Elevation Certificates Required*

Estimated Cost of Project: \_\_\_\_\_

*(Include all materials and labor, even if donated or discounted. Attach supporting documentation)*

Valuation of Existing Structure *(excluding land value)*: \_\_\_\_\_

Description of Project: \_\_\_\_\_

### **Section D: Elevation Information**

Elevation (to the nearest 0.1 foot) of the top of the Bottom Floor \_\_\_\_\_

including ☐ crawlspace ☐ enclosure ☐ basement ☐ lowest finish floor (slab)

Elevation of Lowest, Habitable Floor \_\_\_\_\_

*(Indicate presence of flood openings and elevation of machinery/equipment on Elevation Certificate)*

Elevation of Dry Floodproofing *(non-residential)* \_\_\_\_\_

## Terms and Conditions

1. The undersigned agrees that all such work shall be done in accordance with all applicable county/city ordinances and the State of Kansas requirements as contained in K.S.A. 12-766, and K.A.R. 5-44-1 through 5-44-7.
2. **No work may start until a permit has been issued.**
3. **Structural Development.** All structural development must be properly anchored, constructed with flood-resistant materials, and designed to minimize flood damage.
4. **Residential Structures.** The lowest floor (including basement) of any new or substantially improved residential structure shall be elevated at least one (1) foot above the Base Flood Elevation, including utilities. In AO Zones, elevated at least two (2) feet above grade, including utilities.
5. **Non-residential Structures.** The lowest floor of any new or substantially improved non-residential structure will be elevated or dry floodproofed at least one (1) foot above the Base Flood Elevation.
6. **Utilities.** New or replacement water supply systems and/or sanitary sewage systems be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters, and on-site waste disposal systems be located to avoid impairment or contamination. All electrical, ventilation, plumbing, HVAC equipment, and other service facilities be designed and/or located to prevent water from entering or accumulating within the components during conditions of flooding.
7. **Accessory Structures.** A variance is required for wet floodproofing of structures greater than 600 sq ft with low-damage potential. The accessory structures must meet all NFIP flood opening requirements, in accordance with Article 4, Section B (1)(c) of this ordinance. No disaster relief assistance under any program administered by any Federal agency shall be paid for any repair or restoration costs of the accessory structures.
8. **Agricultural Structures.** A variance is required for wet floodproofing of agricultural structures with low-damage potential in A, AE, AH, AO, and Shaded X Zones. Agricultural structures will not be eligible for disaster relief under any program administered by FEMA or any other Federal agency. Agricultural structures may be denied NFIP flood insurance policies if repairs do not meet the wet floodproofing construction requirements.
9. **Elevation Certificate and Other Required Supporting Documentation.** The owner/authorized agent will provide a FEMA *elevation certificate* completed by a licensed land surveyor or professional engineer and all other required supporting documentation.
10. **Revocation of Permit.** This permit may be revoked if any false statements are made herein, or if the effective Flood Insurance Rate Map has been revised, or if the work is not done in accordance with the Floodplain Damage Prevention Ordinance of the presiding jurisdiction or other local, state and federal regulatory requirements. If revoked, all work must cease until permit is reissued. If the permit cannot be reissued, applicant acknowledges their responsibility to correct the issue, which may require removal of any development that may have occurred.
11. **Right to inspect.** The community official and/or their designee(s) has the right to inspect the work.

## Section E: Signature of Applicant(s)

*By signing below, I agree to the terms and conditions of this permit and certify the information contained in this application is true and accurate. All property owners listed on the current deed of record are required to sign. In lieu of property owner signatures, an authorized agent may sign and may be required to submit evidence of authority.*

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Owner/Agent 1: Printed Name

Signature

Date

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Owner/Agent 2: Printed Name

Signature

Date

**(For Office Use Only)**  
**Section F: Floodplain Information**

Is the development located in a FEMA SFHA? ☐ Yes ☐ No FIRM Panel Number: \_\_\_\_\_

FEMA Flood Zone: ☐ A ☐ AE ☐ AH ☐ AO ☐ X-Shaded

Is it in a regulatory floodway? ☐ Yes ☐ No If yes, is No-Rise Certificate attached? ☐ Yes ☐ No

Base Flood Elevation (BFE) or Depth: \_\_\_\_\_ Datum: ☐ NGVD 1929 ☐ NAVD 1988

Source of BFE/Depth: ☐ FIS ☐ FIRM ☐ Community Determined ☐ Other: \_\_\_\_\_

BFE + community freeboard of 1 foot = Required Flood Protection Elevation: \_\_\_\_\_

Is a CLOMR required? ☐ Yes ☐ No Is a LOMR required? ☐ Yes ☐ No

If work is on existing structure, percentage improvement: \_\_\_\_\_ %  
(Substantial Improvement if cost of work/structure value ≥ 50%)

**Section G: Required Documentation**

- ☐ Site Plans with location and extent of project, floodplain boundaries and elevation(s) *(required)*
- ☐ Elevation Certificate (EC) *(required for new and substantial improvements)*
- ☐ Dry Floodproofing Certificate with supporting documentation *(for some non-residential structures)*
- ☐ Letters of Map Change (LOMC's) from FEMA: ☐ CLOMR / ☐ LOMR
- ☐ Floodway No-Rise Certification with supporting hydrologic & hydraulic (H&H) analysis *(required for floodway proposals)*. Upon review, project *(check one)*: ☐ does / ☐ does not meet 0.00 rise requirements.
- ☐ Kansas Department of Agriculture, Division of Water Resources: \_\_\_\_\_

**Section H: Permit Decision**

- ☐ **Permit Approved.** *The information submitted for the proposed project was reviewed and found compliant with adopted Floodplain management standards.*
- ☐ **Permit Approved with Conditions.** *The information submitted for the proposed was reviewed. To ensure compliance With the adopted floodplain management standards, certain additional conditions (attached) must be met.*
- ☐ **Permit Denied.** *Proposal does not meet local floodplain standards. An explanation has been provided (attached).*
- ☐ **Variance Granted, in addition to Permit Approval.** *The variation was granted from the base flood elevation (1% Annual chance) established by FEMA consistent with variance requirements of Title 44 CFR § 60.6*

**Official's Signature (Floodplain Administrator and/or Required Staff)**

Holly Mathews

Signature

Printed Name

Date

**Floodplain Contact Information:** Email: gis@neoshocountyks.org | Phone: (620) 244-3127 | Fax: (620) 244-3802