



## LAND DEVELOPMENT DIVISION

CITY HALL ANNEX BUILDING • 120 MALABAR RD. • PALM BAY, FL. 32907 • 321-733-3042

# FLOODPLAIN PERMIT

### **Application Stage: Land Development 2nd Floor, City Hall Annex Building**

- 1.) Submit two (2) signed and sealed surveys from a professional land surveyor of the property showing **NAVD 88** elevations located at:
  - (A) Four (4) corners, center, and any drastic changes in lot elevation and also elevations at the Crown of the road perpendicular to the center of the proposed structure.
  - (B) Show the footprint of the structure, and proposed floor elevations
  - (C) Show lines of Flood Hazard Areas, Base Flood Elevations from FIRM or City Determined Base Flood Elevation
- 2.) Proposed elevations and methods to which any nonresidential structure will be flood proofed
- 3.) \$60.00 for Residential or Commercial structures, \$15.00 for sheds and small accessory structures

### **Construction Stage: Building Development 2nd Floor, City Hall Annex Building**

- 1.) A **Formboard Survey** is required before any concrete is poured.
- 2.) Provide two (2) signed and sealed “**Elevation Certificates**” (Building Under Construction) after **concrete is poured**
- 3.) The **Lowest floor including porches, garage slab or basement**, or bottom of the lowest structural member, or flood proofing must meet the permit specifications before construction may continue. Final Lowest Adjacent Grade (**LAG**) must be above the Base Flood Elevation.

### **Final Approval Stage Before C.O.: Land Development Division, 2nd Floor, City Hall Annex Building**

- 1.) **Two (2) signed and sealed Elevation Certificates (Final Construction) with pictures and two (2) Final Surveys.**
- 2.) **LOMR-F Application:** The Floodplain Administrator must review the LOMR-F application and sign the Community Acknowledgement Form. The City will process all single structure applications. A check made out to the “National Flood Insurance Program” for the applicable fee, **Currently single structure LOMR-F applications are \$425.00** (Non-Refundable) which is the responsibility of the applicant is required. This removes the structure from the Special Flood Hazard Area and the requirement to carry flood insurance for a Federally Insured Mortgage. The LOMA qualifies the structure for a Preferred Risk Flood Policy (PRP) if the owner chooses. The approved LOMR-F stays with the property from owner to owner, indefinitely until the next FEMA Flood Insurance Rate Map (FIRM) is published, then each LOMA is reviewed by FEMA to qualify with the new FIRM, About every 20-25 years. The current FIRM date is March 2014.