CITY OF CLIVE
1900 NW 114th Street
Clive, IA 50325-7077
Phone (515) 223-6221
www.cityofclive.com

FLOOD PLAIN DEVELOPMENT APPLICATION

APPLICATION DATE

BUILDING ADDRESS

LOT # | SUBDIVISION

OWNER INFORMATION

OWNER NAME

OWNER ADDRESS

OWNER PHONE

OWNER E-MAIL ADDRESS

APPLICANT INFORMATION

APPLICANT NAME

APPLICANT ADDRESS

APPLICANT PHONE

APPLICANT E-MAIL ADDRESS

PROJECT LOCATION

- ☐ FLOODWAY
- ☐ FLOODWAY FRINGE

PROJECT TYPE

- ☐ RESIDENTIAL
- ☐ NON-RESIDENTIAL

DESCRIPTION OF WORK

- ☐ NEW BUILDING
- ☐ ADDITION
- ☐ REMODEL / REHABILITATION
- ☐ ACCESSORY BUILDING / STRUCTURE
- ☐ GRADING
- ☐ OTHER

- ☐ APPROVED
- ☐ *APPROVED WITH CONDITIONS (see below)*

I hereby acknowledge that I have read this application and state that the information supplied with this application is correct and I agree to comply with the City of Clive's Flood Plain Management Ordinance and state laws regulating development in a flood plain. Additionally, I agree that no work will commence until the Flood Plain Development Application has been approved and a permit has been issued.

ADDITIONAL INFORMATION:

This authorization for construction activity is being issued on the condition that the owner/applicant will provide certification by a professional engineer or land surveyor of the as-built floor (including basement) elevation of any new or substantially improved structure covered by this permit prior to occupancy.

ADDITIONAL COMMENTS:

Please print Owner or Authorized Agent's Name

Signature of Owner or Authorized Agent

Flood Plain Administrator

Date

CITY OF CLIVE
1900 NW 114th Street
Clive, IA 50325-7077
Phone (515) 223-6221
www.cityofclive.com

FLOOD PLAIN DEVELOPMENT CHECKLIST

BUILDING ADDRESS

LOT # | SUBDIVISION

NEW BUILDING INFORMATION

Base Flood Elevation _____
Minimum Protection Elevation Required _____
Proposed Lowest Floor Elevation _____

Protection attained by:
- ☐ Elevating with compacted fill
- ☐ Elevating by other means (provide construction details)
- ☐ Protection by floodproofing (provide construction details)

Site Plan Provided
- ☐ To scale and fully dimensioned
- ☐ Property lines shown
- ☐ Building and improvements shown
- ☐ Site grading shown (mininum 2' countour intervals)
- ☐ Floodway/Flood fringe shown
- ☐ Base flood elevation
- ☐ No rise certification
- ☐ A copy of all data and calculations supporting this finding must be provided

BUILDING ADDITION INFORMATION

Year built _____
Existing builidng in compliance _____
Market value of existing building _____
Cost of addition _____
Cost of renovations/rehabilitation of existing building _____

Protection attained by:
- ☐ Elevating with compacted fill
- ☐ Elevating by other means (provide construction details)
- ☐ Protection by floodproofing (provide construction details)

Site Plan Provided
- ☐ To scale and fully dimensioned
- ☐ Property lines shown
- ☐ Building and improvements shown
- ☐ Site grading shown (mininum 2' contour intervals)
- ☐ Floodway/Flood fringe shown
- ☐ Base flood elevation
- ☐ No rise certification
- ☐ A copy of all data and calculations supporting this finding must be provided

ACCESSORY BUILDING / STRUCTURES

Base Flood Elevation _____
Lowest Floor Elevation _____
Description of project (provide construction details, if available)

_____
_____

Building / structure designed to have low flood damage potential? Explain _____

Building / structure to offer minimum resistance to flood flows? Explain _____

Building / structure anchored to prevent flotation? Explain _____

REMODELING / REHABILITATION

Year built _____
Existing building in compliance _____
Market value of existing building _____
Cost of remodel / rehabilitation _____
Base Flood Elevation _____
Minimum Protection Elevation Required _____
Lowest Floor Elevation _____
Description of project (provide construction details, if available)

_____
_____
_____

OTHER (Storage, Paving, Utilities, Streambank Stabilization, etc.)

Description of project

_____
_____

Site Plan Provided
- ☐ To scale and fully dimensioned
- ☐ Property lines shown
- ☐ Building and improvements shown
- ☐ Site grading shown (mininum 2' countour intervals)
- ☐ Floodway/Flood fringe shown
- ☐ Base flood elevation
- ☐ No rise certification
- ☐ A copy of all data and calculations supporting this finding must be provided

GRADING

Is proposed grading activity in Floodway? Explain

_____
_____

Site Plan Provided
- ☐ To scale and fully dimensioned
- ☐ Property lines shown
- ☐ Building and improvements shown
- ☐ Site grading shown (mininum 2' countour intervals)
- ☐ Floodway/Flood fringe shown
- ☐ Base flood elevation
- ☐ No rise certification
- ☐ A copy of all data and calculations supporting this finding must be provided

Floodplain Development Activity

A Floodplain Development Application is required for any development proposed in the Floodway and any development associated with building and accessory building construction proposed in the Floodway Fringe. FEMA defines development as "any man-made change to improved or un-improved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation, or drilling operations, or storage of equipment and materials". The Floodplain Development Application is required prior to issuance of a building permit, grading permit, zoning compliance permit or any other permit associated with development activity referenced above.

The Floodplain Development Application is required in addition to other permits or review processes, which may be associated with the underlying zoning, subdivision or building construction approval processes. All development activities, regardless of impact, need to be reviewed prior to the issuance of a permit. Even when it is apparent that there are no adverse impacts to the floodplain, a Floodplain Development Application is required for administrative purposes to ensure that the City is aware of the activities within the floodplain and that they have been evaluated for compliance with all applicable local, state and federal regulations.

The following are common development activities that will require the submission of a Floodplain Development application:

- Any grading activity within the Floodway.
- Any improvements within the Floodway (including but not limited to streambank, channel alterations, utility protections, installation and maintenance of bridges, culverts, or utility crossings, paving, accessory buildings, accessory structures and storage of equipment and materials).
- Any fencing within the Floodway.
- The construction of any new building or the addition or improvement to any existing building within the Floodplain.
- The construction of any new accessory building or the addition or improvement to any existing accessory building within the Floodplain.
- The placement of any hazardous equipment and material within the Floodplain (the definition of hazardous in this context shall include but not limited to flammable, explosive or otherwise detrimental to the environment).

"Substantial Improvement" means any reconstruction, rehabilitation, addition or other improvement to a structure, the total costs of which equals or exceeds 50% of the market value of the structure before the start of construction of the improvement.

"Addition" shall be defined as an improvement that increases the square footage of the building. All additions to post-FIRM buildings are defined as new construction. In the case of a pre-FIRM building, when an addition is a substantial improvement, the addition must be elevated or flood proofed, providing that the improvements to the existing building are minimal. If the common wall is demolished as part of the addition, then the entire building must be elevated. If only a doorway is provided through the common wall and only minimal finish work is done to the existing building, then only the additional has to be elevated. If substantial improvements are made to the existing building in addition to the addition, both the existing building and addition must be elevated above the minimum protection elevation.

If a map revision has taken place and the Base Flood Elevation has increased, only additions that are substantial improvements have to be elevated to the new minimum protection elevation.

"Minor Improvement" shall be defined as an improvement made to an existing building which does not affect the external dimensions of the building. If the cost of the Minor Improvement is less than 50% of the buildings market value, the building does not have to be elevated or otherwise protected. It is advisable to incorporate methods to reduce flood damage, such as the use of flood-resistant materials and installation of electrical, heating and air conditioning units above the minimum protection elevation.

If the Minor Improvement costs more than 50% of the value of the building, the existing building must be elevated above the minimum protection elevation.

Please note that there are additional documentation and inspections that must be conducted when building in this area.

Site Plan Requirements:

1. The permit records must include a site plan that shows:
    a. The site plan's scale and north orientation arrow
    b. The parcel boundaries and the location and names of adjacent streets
    c. All watercourses on the parcel
    d. All floodplain and floodway boundaries that run through the parcel
    e. All required buffer or setback lines from shorelines or channel banks
    f. All drainage and utility easements
    g. All areas to be cleared, cut, graded, or filled
    h. The location of all existing and proposed fences, walls, and other structures
2. If the permit includes a new building or an expansion of an existing building, the site plan must show the footprint of all existing and proposed buildings and building additions. The permit must include:
    a. The elevation of the lowest floor of the building (or addition) and of an attached garage, including the elevation of the interior grade or floor of a crawlspace.
    b. The location and elevation of all mechanical and utility equipment servicing the building.
    c. For buildings with solid foundation walls and buildings with enclosures below the base flood elevation, the total area of each enclosed area (in square feet) measured on the outside, the location and specifications of all flood openings, and either the total net open area (in square inches) of flood openings below the base flood elevation accounting for screens, louvers, faceplates, and grilles; or a statement of certification if engineered openings are specified.

Required Inspections:

1. The first inspection will be conducted when the site is staked out or otherwise marked. The inspector will ensure that areas subject to special requirements are clearly marked on the ground.
2. The second inspection will be conducted when the lowest floor is built for a building or building addition. The builder will provide documentation of the surveyed lowest floor elevation. The inspector checks that:
    a. The foundation or forms for the structure are correctly located on the site.
    b. Where buildings have foundation walls or other enclosures below the base flood elevation, the location and size of the openings are as specified on the approved plans.

3. The final inspection will be conducted when the project is finished, the Elevation Certificate is submitted and before or during the final building inspection. The inspector will ensure that:
    a. The foundation and floor elevation have not been altered since the second inspection.
    b. All areas below the required elevation are constructed with materials resistant to flood damage.
    c. Where buildings have foundation walls or other enclosures below the base flood elevation, the location and size of the openings are as specified on the approved plans and recorded on the Elevation Certificate.
    d. All electrical, heating, ventilation, plumbing, air conditioning, ductwork, and other equipment is located, elevated, or protected as specified on the approved plans and recorded on the Elevation Certificate.
    e. There has been no alteration of the ground since the second inspection OR the ground has been graded according to the approved plans (e.g., the lowest floor is at the correct height above the highest adjacent grade).