



Borough of Longport



Floodplain Development Permit

New Homes, Substantial Improvements:	\$150.00
Additions:	\$100.00
Ordinary Maintenance	\$50.00

FEE PAID: _____ **CHECK#/CASH** _____

PLEASE FILL OUT:

Applicant: _____ Phone: _____

Applicant Address: _____

Applicant Email: _____

Contractor: _____ Email: _____

Architect: _____ Email: _____

Property Owner: _____ Email: _____

Property Owner Address: _____

Block: _____ Lot: _____

Description of Work: (check all applicable)

New Home Addition Renovation Demolition Garage Shed Fence Deck
 Patio A/C Platform HVAC/AC Generator Pool Grading/ Placement fill Bulkhead
 Ordinary Maintenance Type _____

Other/ Please Specify: _____ **Total Project Cost:** _____

Application Submittal Requirements

- Floodplain Application -must be filled out in its entirety, dated and paid prior to review. reviewed.
- An incomplete application will not be reviewed.
- Copy of contract, proposal and/or estimate showing detailed cost associated with the project.
- Two (2) sets, signed, sealed building plans, to scale, showing existing and proposed conditions.
- Building elevations need to show grade and elevations based on North American Vertical Datum (NAVD 1988).
- Site survey, 1/4" scale showing existing and proposed conditions
- The location, layout, and construction details of proposed parking areas, driveways, decks, pool, pool equipment, mechanical, equipment, sheds, fences, bulkheads and any other information required for a structure/elevation effecting the development upon flood control.
- Copy of the Flood Elevation Certificate (EC)
- If Floodproofing of a Non-Residential structure is required per New Jersey Uniform Construction Code and/or Borough Ordinance Chapter 99, then the applicant must submit such certification from a Licensed Engineer or Architect
- If the property is located within a Coastal A or V zone - break-a-way wall certs are required from your Engineer or Architect

APPLICANT SIGNATURE: _____ **DATE** _____

DOCUMENTS RECEIVED:			
PROPOSED SITE SURVEY	YES	NO	N/A
BUILDING PLANS	YES	NO	N/A
CONTRACT/PROPOSAL/ASSOCIATE COST	YES	NO	N/A
ASSESSED VALUE IMPROVEMENTS			
APPRAISAL NJ LICENSED	YES	NO	N/A
ELEVATION CERTIFICATE- CONTRUCTION DRAWINGS	YES	NO	N/A
NON-CONVERSION AGREEMENT	YES	NO	N/A
FILL- NO_RISE CERTIFICATE	YES	NO	N/A
FLOODPROOFING CERTIFICATE	YES	NO	N/A
CERTIFICATE HVAC DUCTS BELOW DFE FLOODPROOF			
CERT MATERIALS UTILIZED BELOW DFE FLOODPROOF			
COASTAL A/V ZONE CERT BREAKAWAY WALLS			
BULKHEAD- NJDEP APPROVAL			
MISC:			

PROPERTY INFORMATION – TO BE COMPLAETED BY BOROUGH FLOODPLAIN ADMINISTRATOR				
FIRM MAP # 34001	PANEL (circle #)	# C0434F	# C0442F	#C0441F
EFFECTIVE FIRM DATE: 8/28/2018				
Flood Zone Location: AE 9 - AE 10 - AE 11 - Coastal A Zone - "V" (Velocity) Zone				
Minimal Height Required Flood Zone	DFE	Freeboard	Proposed Height	
Misc:				

Category - Type of Project	existing	proposed	Issues Noted	Status/Compliant
New Home - 1st Elevated Floor				
Elevated Home - 1st Floor				
Substantial Improvement - 1st Elevated Floor				
Substantial Damage - 1st Elevated Floor				
Addition - 1st Elevated Floor				
Garage Flood Vents				
Shed - bolted down/flood vents				
Fences & Walls				
Decks -				
Swimming Pools & Equipment /heights				
HVAC Equipment & platforms				
Generator & Platform				
Major Recreational Equipment				
Placement of Fill				
HVAC Ducts below DFE				
Bulkheads				
Drilling				
Drainage Improvement/ Patio - Driveway				
Misc.				

PERMIT DETERMINATION -

Permit proposed IS in conformance with local FDP Ordinance -	
Permit proposed IS NOT in conformance with the local FDP Ordinance -	
The FDP IS subject to the attached conditions -	
The FDP IS NOT subject to the attached conditions -	
Misc -	
Signature FPA:	Date:

OFFICIAL USE -	FLOODPLAIN DEVELOPMENT APPLICATION
INSPECTIONS / Date	
Footings, foundation	
Top of Block/Height	
First Floor Confirmation - Elevation Certificate Building Under Construction	
Mechanical Equipment	
ENCLOSEUR - Lower Level Prior to Insulation Drywall	
ENCLOSEUR - Final Walk-Thru Prior to CO	
Flood Vent Inspection	
Elevation CERTIFICATE - FINISHED CONSTRUCTION -	
EC Review - copied to Forerunner & Data Base	
No-Rise Certificate	
Coastal A/V Zone Break-A-Way Wall Cert	
HVAC Cert Flood/proof/Water Resistant	
Floodproofing Cert - Non-Residential	
Misc.	
Comments -	

This application packet is for a Floodplain Development Permit. This permit is to be completed by the applicant; the local Floodplain Administrator (FPA) will help fill in any missing information. Local participation in the National Flood Insurance Program (NFIP) provides flood insurance to individuals at much lower premiums than could otherwise be purchased through private insurers. In order for citizens to be eligible for the national flood insurance rates, or for communities to receive certain kinds of federal monies, the community must agree to meet certain floodplain development standards. This application packet is a tool to ensure those standards are met. Please keep in mind that depending on the type of development, *you may be required to hire a surveyor, architect or engineer to help complete required forms.*

NFIP policies can be purchased from most insurance agents at the national NFIP rate in participating communities. The rates are determined by the flood risk zone in which you live, by the elevation of the lowest floor of your home, and other determining factors. The rate should be the same regardless of which agent or agency sells you the insurance policy. **All of Longport is located within a "Special Flood Hazard Area"** on a flood map issued by the Federal Emergency Management Agency (FEMA), therefore, you **MUST** obtain a Floodplain Development Permit prior to beginning the project. This is a requirement of Longport's' Flood Damage Prevention Ordinance - Chapter 99. PLEASE NOTE: There are penalties for failing to do so, including high insurance rates.

If you are proposing development of any kind (constructing a new building, adding on to an existing building, clearing land, placing fill, grading land, mining, dredging, drilling, adding a fence, deck, shed and ordinary maintenance, etc....) in a floodplain, you **MUST** submit this application to your local FPA. Depending upon the type of development you are proposing, additional forms may be required. For example, all new buildings in a Special Flood Hazard Area require an Elevation Certificate to document that the lowest floor of the building is elevated to the defined flood protection elevation (DFE). The DFE is a higher regulatory standard that the State of New Jersey has adopted! Longport's FPA will help you determine the FPE.

The Applicant will complete this packet and submit the information to the attached forms. The FPA will review the submission and determine, then notify applicant whether or not additional information is needed. Once all required materials have been submitted, the FPA will make a permitting decision and either issue (and may include conditions of approval) or deny the requested permit.

The Applicant should understand that a Floodplain Development Permit is only a permit to complete the proposed development as outlined within Chapter 99. The Floodplain Administrator (FPA) or designee, will perform inspections throughout the project, as well as when the project is completed to ensure that the development is compliant with the requirements of the Longport's' ordinance.

NOTE: All of the Borough of Longport is located within the Special Flood Hazard Area (SFHA). All development including ordinary maintenance requires a Floodplain Development Permit. All buildings and structures must be constructed, elevated, or rehabilitated in accordance with the International Residential Code 2018 NJ Edition; International Building Code 2018 NJ Edition; NJ Uniform Construction Code; ASCE 24, and Borough Ordinance Chapter 15-37 Definitions; and Borough Ordinance Chapter 99 Flood Damage Prevention Ordinance.