

Maine Floodplain Management

Decision Tree for Flood Hazard Development Permits

Please check appropriate boxes.

Is the development in the floodplain
as shown on the Community's flood
map? ☐ yes ☐ no

If yes, go to page 2.

If no, no flood hazard permit
required.

(A completed copy of this form should accompany each
Flood Hazard Development Permit Application file)

Are other permits required (i.e., federal or state)?

- ☐ If yes, advise applicant of what additional permits are needed.
 - ☐ Request copy for attachment to Flood Hazard Development Permit Application.
[Application may be made but permit shall not be issued until other permits are provided.]
Go to section 2.
- ☐ If no, proceed with Flood Hazard Development Permit Application.
Go to section 2.

Section 2

Is the development in a Special Flood Hazard Zone A, A1-30, AE, or AH but not in the floodway¹?

☐ yes ☐ no

If yes, go to page 3. If no, continue.

Is the development in Zone AO?

☐ yes ☐ no

If yes, go to page 4. If no, continue.

Is the development in the Floodway?

☐ yes ☐ no

If yes, go to page 5. If no, continue.

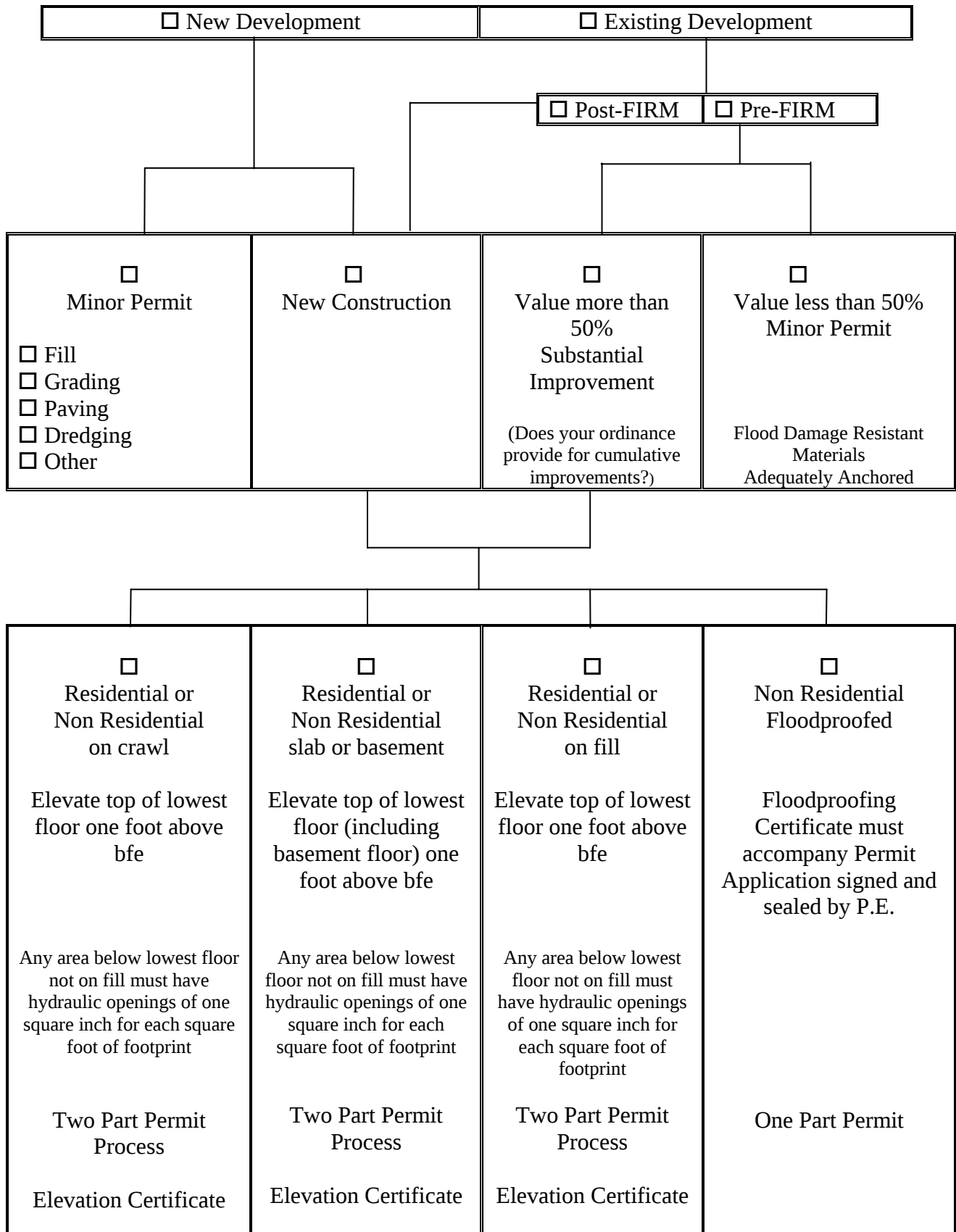
Is the development in Zone V1-30 or VE?

☐ yes ☐ no

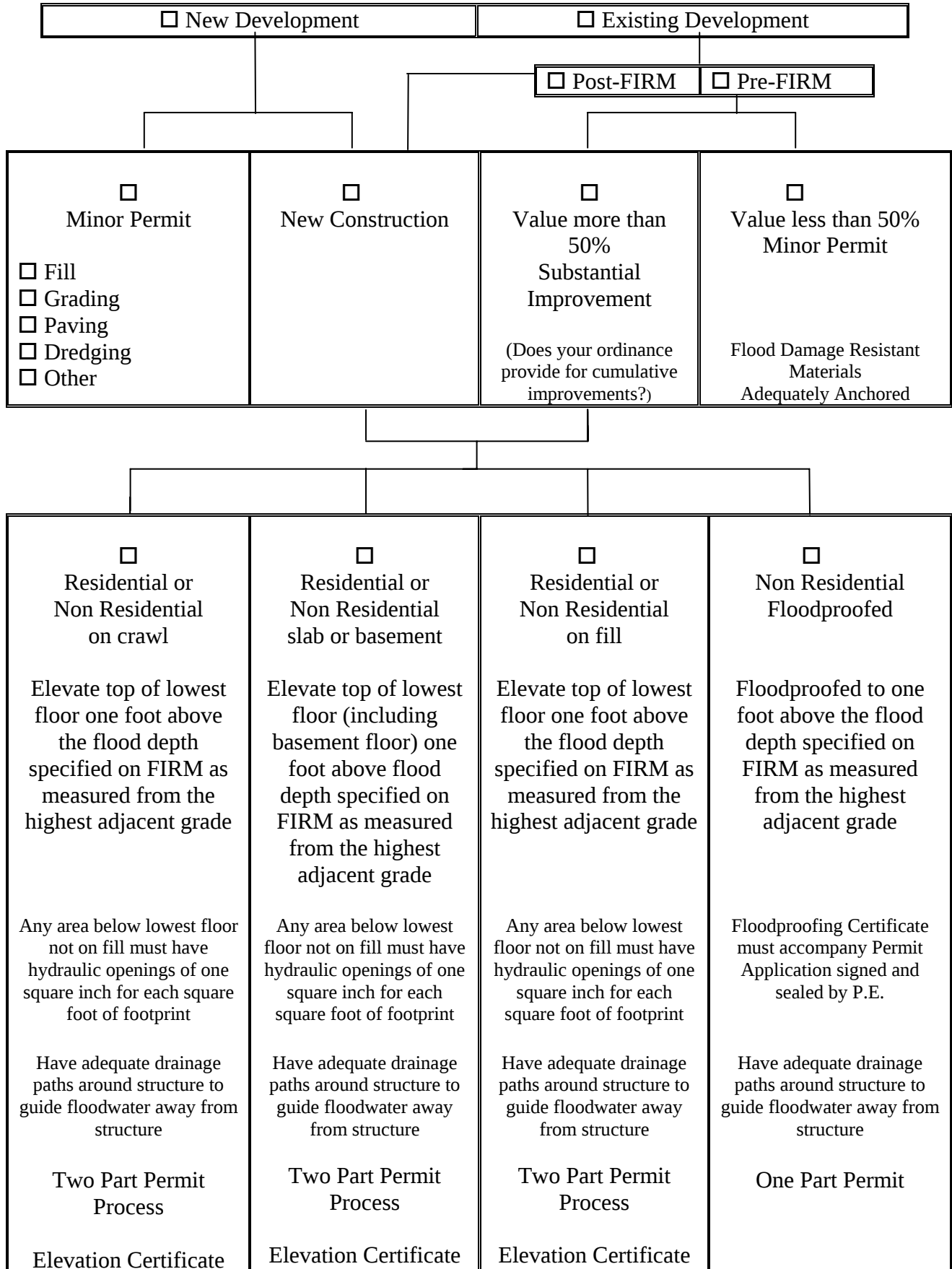
If yes, go to page 6. If no, start over.

¹ In Unnumbered A-Zones for riverine areas, the floodway is considered to be ½ the width of the floodplain as measured from the water's edge to the upland limit of the floodplain measured perpendicular to the stream or river.

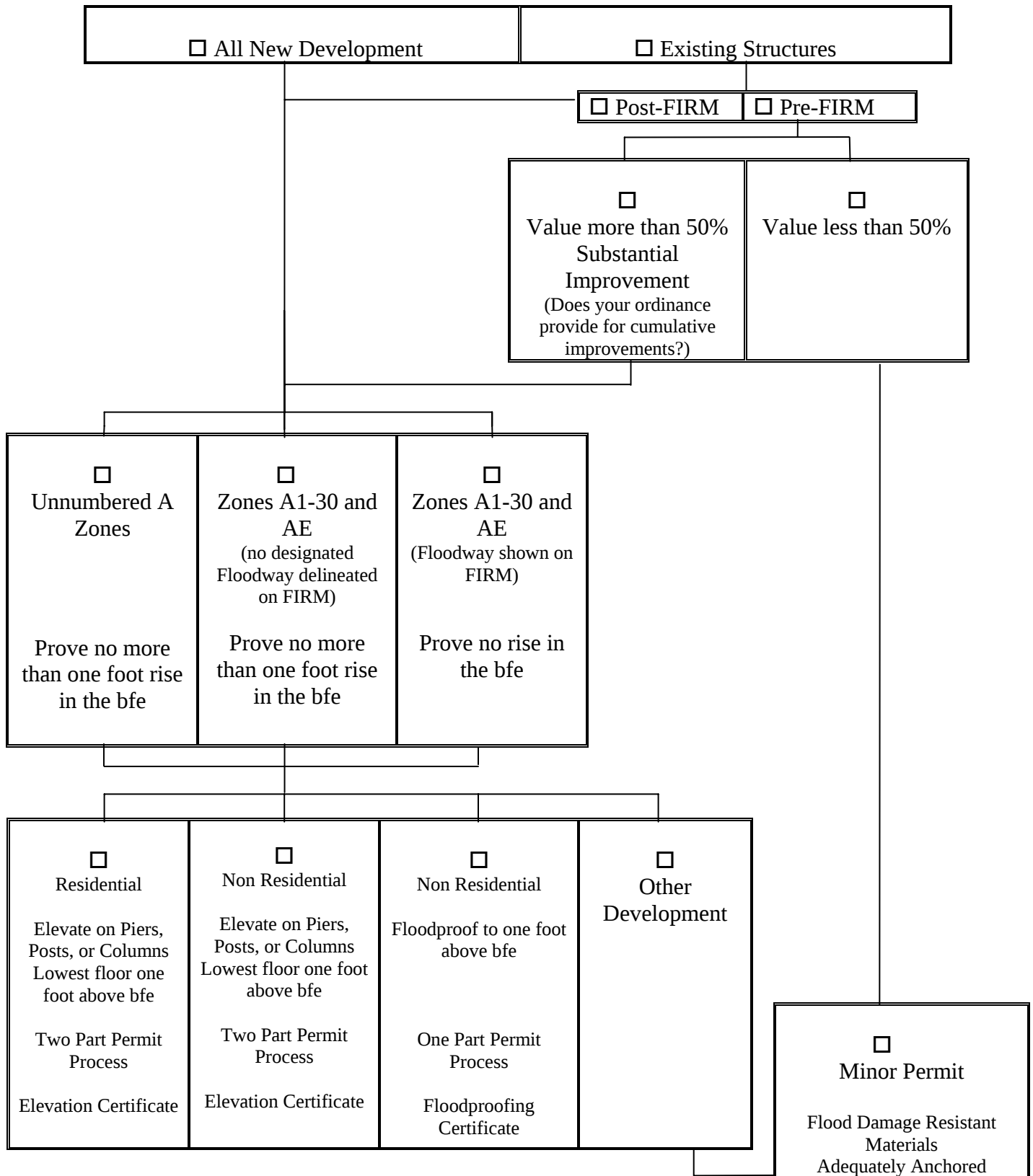
A, A1-30, AE and AH Zones [Not in Floodway]



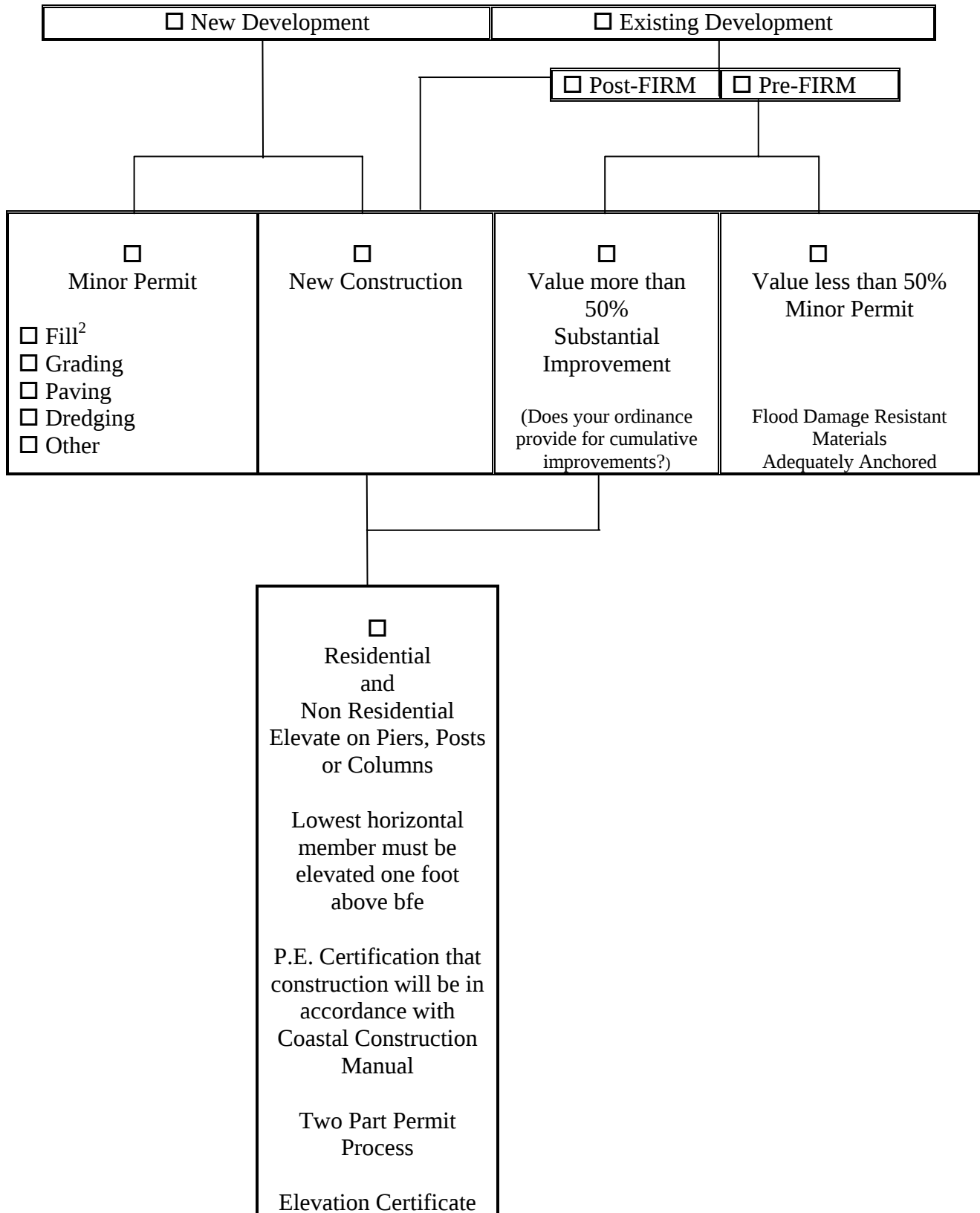
AO Zone



Floodway



V1-30 and VE Zones



² Not for construction of a walled and roofed structure.

Flood Hazard Development Permit Application & Permit Forms

For Communities with Unnumbered A Zones
[60.3(b)]

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This document was prepared by the
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FLOOD HAZARD DEVELOPMENT APPLICATION

_____, Maine

(All applicants must complete entire application)
[60.3(b)]

Application is hereby made for a Flood Hazard Development Permit as required under Article II of the Floodplain Management Ordinance of _____, Maine, for development as defined in said ordinance. This permit application does not preclude the need for other municipal permit applications.

Owner: _____ Address: _____

Phone No.: _____

Applicant: _____ Address: _____

Phone No.: _____

Contractor: _____ Address: _____

Phone No.: _____

LEGAL DESCRIPTION

Is this part of a subdivision? ☐ Yes ☐ No If yes, give the name of the subdivision and lot number:

Subdivision: _____ Lot #: _____

Tax Map: _____ Lot #: _____

Address: _____
Street/Road Name

Zip Code: _____
Town/Zip Code

General explanation of proposed development: _____

Estimated Value of Proposed Development (all materials and labor): \$_____

Proposed Lowest Floor elevation [for new or substantially improved structure]: _____

OTHER PERMITS

Are other permits required from State or Federal jurisdictions?

☐ Yes ☐ No

If yes, are these other permits attached?

☐ Yes ☐ No ☐ Not Applicable

Federal and State Permits may include but are not limited to: ME/DEP/Natural Resource Protection Act, Site Location of Development Act, Metallic Mineral Exploration, Advanced Exploration and Mining; USACE/Section 9 &10 of the Rivers and Harbors Act/ Section 404 of the Clean Water Act; Federal Energy Regulation Commission.

SEWER AND WATER

Sewage Disposal: ☐ Public ☐ Private ☐ Existing ☐ Proposed ☐ Not Applicable Type _____

Water Supply: ☐ Public ☐ Private

(This section to be completed by Municipal Official)

LOCATION

Flooding Source (name of river, pond, ocean, etc.): _____

☐ A Zone ☐ FRINGE ☐ FLOODWAY (2 width of floodplain in A Zone)

Base Flood Elevation (bfe) at the site _____ ☐ NGVD or ☐ NAVD [Required for New Construction or Substantial Improvement]

Lowest floor elevation of proposed or existing structure _____ ☐ NGVD or ☐ NAVD [Required for New Construction or Substantial Improvement]

Basis of unnumbered A Zone bfe determination:

- ☐ From a Federal Agency: ☐ USGS ☐ USDA/NRCS ☐ USACE ☐ Other _____
☐ From a State Agency: ☐ MDOT ☐ Other _____
☐ Established by Professional Land Surveyor
☐ Established by Professional Engineer ☐ HEC/RAS ☐ HEC II ☐ HY 7 ☐ TR20 ☐ TR55 ☐ Quick-2
☐ Other _____
☐ Highest Known Water Level
☐ Other (Explain) _____

VALUE

If the development involves work on an existing structure, enter the **Market Value** of existing structure before improvements:

\$ _____ What is the value of the improvements? (all materials and labor): _____

☐ New Construction or Substantial Improvement ☐ Minor improvement or minor addition to existing development

TYPE OF DEVELOPMENT

Check the appropriate box to the left of the type(s) of development requested and complete information for each applicable line:

☐ 1. Residential Structure	Dimensions	Cubic Yards
☐ 1a. New Structure	_____	_____
☐ 1b. Add to Structure	_____	_____
☐ 1c. Renovations/repairs/maintenance	_____	_____
☐ 2. Non-Residential Structure		
☐ 2a. New Structure	_____	_____
☐ 2b. Add to Structure	_____	_____
☐ 2c. Renovations/repairs/maintenance	_____	_____
☐ 2d. Floodproofing	_____	_____
☐ 3. Accessory Structure	_____	_____
☐ 4. Functionally Dependent Use:		
☐ 4a. Dock	_____	_____
☐ 4b. Pier	_____	_____
☐ 4c. Boat Ramp	_____	_____
☐ 4d. Other	_____	_____
☐ 5. Paving	_____	_____
☐ 6. Conditional Use (Lobster/Fish Shed seaward of mean high tide)	_____	_____
Note: Conditional Use requires add'l. information due to specific standards, public hearing, and Planning Board review.		_____
☐ 7. Filling ¹	_____	_____
☐ 8. Dredging	_____	_____
☐ 9. Excavation	_____	_____
☐ 10. Levee	_____	_____
☐ 11. Drilling	_____	_____
☐ 12. Mining	_____	Number of Acres
☐ 13. Dam: Water surface to be created	_____	_____
☐ 14. Water Course Alteration	_____	_____
Note: Detailed description must be attached with copies of all applicable notifications, state and federal permits.		
☐ 15. Storage of equipment or materials	_____	_____
☐ 16. Sewage Disposal System	_____	_____
☐ 17. Water Supply System	_____	_____
☐ 18. Other: Explain	_____	_____

¹ Certain prohibitions apply in Velocity Zones

Attach a Site Plan – Drawn to scale with north arrow.

- Show property boundaries, floodway, and floodplain lines.
- Show dimensions of the lot.
- Show dimensions and location of existing and/or proposed development on the site.
- Show areas to be cut and filled.

Attach Statement – describing in detail how each applicable development standard in Article VI will be met.

For New Construction or Substantial Improvement also show:

- Existing and proposed grade elevations adjacent to the walls of the structure done by a Professional land Surveyor, Architect, or Engineer.
- Location and elevation of temporary elevation reference marks on the site.

Special Note:

Substantial Improvement is defined as any reconstruction, rehabilitation, addition or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the start of construction of the improvement. Please refer to the floodplain management ordinance, Article XIV, for more complete definitions of New Construction and Substantial Improvement.

The applicant understands and agrees that:

- The permit applied for, if granted, is issued on the representations made herein;
- Any permit issued may be revoked because of any breach of representation;
- Once a permit is revoked all work shall cease until the permit is reissued or a new permit is issued;
- Any permit issued on this application will not grant any right or privilege to erect any structure or sue any premises described for any purposes or in any manner prohibited by the ordinances, codes, or regulations of the municipality;
- The applicant hereby gives consent to the Code Enforcement Officer to enter and inspect activity covered under the provisions of the Floodplain Management Ordinance;
- If issued, the permit form will be posted in a conspicuous place on the premises in plain view; and,
- If issued, the permit will expire if no work is commenced within 180 days of issuance.

I hereby certify that all the statements in, and in the attachments to this application are a true description of the existing property and the proposed development project.

Owner: _____ Date: _____
Signature

or

Authorized Agent: _____ Date: _____
Signature

(This section to be completed by Municipal Official)

Date: Submitted _____; Fee Paid _____; Reviewed by CEO _____; Reviewed by Planning Board _____

Permit # _____ Issued by _____ Date _____

FLOOD HAZARD DEVELOPMENT PERMIT PART I

_____, Maine
(For New Construction or Substantial Improvements)

For New Construction or Substantial Improvement of any structure, this Flood Hazard Development Permit allows construction only up to the establishment of the lowest floor. This permit is issued based on documentation that the information provided in the Flood Hazard Development Permit Application is in compliance with the Floodplain Management Ordinance. Once the lowest floor is established, the permittee must provide an Elevation Certificate establishing the as built lowest floor elevation. When the Code Enforcement Officer finds the documentation in the Elevation Certificate to be in compliance with the Floodplain Management Ordinance, the Part II Flood Hazard Development Permit shall be issued. The Part II Permit must be issued in order for construction to continue.

A Part I Flood Hazard Development Permit is hereby issued as provided under Article V.F. of the Floodplain Management Ordinance of _____, Maine, for development as defined in said ordinance.

Tax Map: _____ Lot #: _____

Project Description: _____

The permittee understands and agrees that:

- The permit is issued on the representations made herein and on the application for permit;
- The permit may be revoked because of any breach of representation;
- Once a permit is revoked all work shall cease until the permit is reissued or a new permit is issued;
- The permit will not grant any right or privilege to erect any structure or use any premises described for any purposes or in any manner prohibited by the ordinances, codes, or regulations of the municipality;
- The permittee hereby gives consent to the Code Enforcement Officer to enter and inspect activity covered under the provisions of the Floodplain Management Ordinance;
- The permit form will be posted in a conspicuous place on the premises in plain view; and,
- The permit will expire if no work is commenced within 180 days of issuance.

I hereby certify that all the statements in, and in the attachments to this permit are a true description of the existing property and the proposed development project.

Owner: _____ Date: _____
Signature

or

Authorized Agent: _____ Date: _____
Signature

Issued by: _____ Date: _____

Permit #: _____

FLOOD HAZARD DEVELOPMENT PERMIT PART II

_____, **Maine**
(For completion of New Construction or Substantial Improvements)

The following information has been submitted and found compliant with the Development Standards of the Floodplain Management Ordinance:

☐ FEMA Elevation Certificate Form 81-31

A Part II Flood Hazard Development Permit is hereby issued as provided under Article V.F. of the Floodplain Management Ordinance of _____, Maine, for development as defined in said ordinance.

Tax Map: _____ Lot #: _____

The permittee understands and agrees that:

- The permit is issued on the representations made herein and on the elevation certificate;
- The permit may be revoked because of any breach of representation;
- Once a permit is revoked all work shall cease until the permit is reissued or a new permit is issued;
- The permit will not grant any right or privilege to erect any structure or use any premises described for any purposes or in any manner prohibited by the ordinances, codes, or regulations of the municipality;
- The permittee hereby gives consent to the Code Enforcement Officer to enter and inspect activity covered under the provisions of the Floodplain Management Ordinance;
- The permit form will be posted in a conspicuous place on the premises in plain view; and,
- The permit will expire if no work is commenced within 180 days of issuance.

I hereby certify that all the statements in, and in the attachments to this permit are a true description of the existing property and the proposed development project.

Owner: _____ Date: _____
Signature

or

Authorized Agent: _____ Date: _____
Signature

Issued by: _____ Date: _____

Permit #: _____