

**Floodplain Development Permit Application**

Borough of Sugarcreek

212 Fox Street

Franklin, PA 16323

(814) 437-9453

lmoyer@sugarcreekborough.us

Permit Number:

Issue Date:

Expiration Date:

Send application to [Alex.Shreffler@venangocountypa.gov](mailto:Alex.Shreffler@venangocountypa.gov) or by mail: 1168 Liberty Street, PO Box 831, Franklin PA 16323. For more information, you may reach out to the Venango County Regional Planning Commission (Alex Shreffler) at 814-432-9676.

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." Required documentation (Section G) will vary by project type (Section C) and elevation and floodplain information (Section D).

**Section A: Applicant Information**

Property Owner Full Name:

Mailing Address:

Email:

Telephone:

Contractor/Developer Name:

Mailing Address:

Email:

Telephone:

**Section B: Project Location**

Site Address:

Parcel Number:

Acres:

Description of Project:

(please be specific,

Attach pages as

necessary)

*(Continued on next page)*

Section C: Project Type (Select all that apply)	
<b>Structural Development</b> <input type="checkbox"/> Residential (# units, if applicable: ____) <input type="checkbox"/> Non-Residential <input type="checkbox"/> Manufactured Home <input type="checkbox"/> Agricultural Building <input type="checkbox"/> Accessory Structure <div style="border: 1px solid black; padding: 2px;">Channel Improvements</div> <input type="checkbox"/> Watercourse Alteration <input type="checkbox"/> Bank Stabilization <input type="checkbox"/> Fill (Avg. height: ____ ft) <input type="checkbox"/> Grade Control, Drop Structure, Outfall	<b>Other Development</b> <input type="checkbox"/> Subdivision <input type="checkbox"/> Fill (avg. height: ____ ft) <input type="checkbox"/> Paving <input type="checkbox"/> Dredging, excavation, grading, drilling, mining <input type="checkbox"/> Fence, wall, retaining wall <input type="checkbox"/> Utilities work <input type="checkbox"/> Demolition <input type="checkbox"/> Clearing of trees, vegetation, or debris <input type="checkbox"/> Storage of material & equipment <input type="checkbox"/> Other (Describe: )
<b>Modification Type</b>	
<input type="checkbox"/> New Construction <input type="checkbox"/> Repair or Rehabilitation* <input type="checkbox"/> Temporary <input type="checkbox"/> Addition or Improvement* <input type="checkbox"/> Emergency Repair* <input type="checkbox"/> Maintenance* <input type="checkbox"/> Other (describe)	
*Is the work within or connected to an existing structure? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, provide the information below.</i>	
Estimated Cost of Project: <i>Include all materials and labor, even if donated or discounted. Attach supporting documentation.</i> Year built:	Value of Existing Structure (without land value)  Source of Valuation:
Is the improvement related to damage caused by a flood or other means? <input type="checkbox"/> Yes <input type="checkbox"/> No    If yes, date of event: _____ Is the structure, use or utility service currently discontinued? <input type="checkbox"/> Yes <input type="checkbox"/> No    If yes, for how many consecutive months: _____	

Section D: Elevation and Floodplain Information
Elevation Information <i>(you may need this information verified by a licensed surveyor or provided on a separate survey plan.)</i>
Elevation of Bottom Floor, including basement, crawlspace, or enclosure: <input type="checkbox"/> crawlspace <input type="checkbox"/> enclosure <input type="checkbox"/> basement <input type="checkbox"/> lowest finish floor (slab)
Elevation of Lowest Habitable Floor: *(Indicate presence of flood openings and elevation of machinery and equipment on Elevation Certificate)
<b>Floodplain Information</b>
FEMA Flood Zone: <input type="checkbox"/> A <input type="checkbox"/> AE <input type="checkbox"/> AE-Regulatory Floodway <input type="checkbox"/> AH <input type="checkbox"/> AO <i>Within any floodway area/district, no new construction or development shall be allowed unless the appropriate permit is obtained from the DEP regional office and submitted with application.</i>
Base Flood Elevation (BFE):

(Continued on next page)

## Terms and Conditions

1. **Residential Structures.** The lowest floor (including basement) of any new or substantially improved residential structure shall be elevated at least (1 ½) feet above the Base Flood Elevation. Elevation Certificate will be required.
2. **Non-Residential Structures.** The lowest floor of any new or substantially improved non-residential structure will be elevated at least (1 ½) feet above the Base Flood Elevation. Elevation certificate would be required.
3. **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 discharge 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.
4. **Accessory Structures.** Shall not be used for human habitation. Floor area shall not exceed 100 sq ft. Power lines/outlets will be elevated to the regulatory flood elevation. Anchored to prevent flotation, collapse, and lateral movement and be designed to automatically provide for entry and exit of floodwaters. Designs must be certified by a registered professional engineer/architect or meet the following: 1. minimum of two openings having a net total area of not less than 1 square inch for every square foot of enclosed space. 2. Bottom of all openings shall be no higher than one foot above grade. 3. Openings may be equipped with screens, louvers, etc. or other coverings providing they permit the automatic entry and exit of flood waters.
5. **Substantial Improvements.** Any modifications, alterations, reconstruction, or improvement of any kind to an existing structure to an extent or amount of fifty percent or more of its market value will constitute a substantial improvement and structure shall be made into full compliance with the provisions of the floodplain ordinance. Entire structure would need to be elevated for the lowest floor (basement) to be (1 ½) feet above Base Flood Elevation if structure is not currently in full compliance. Documentation on how the value of the structure (not including land) would need submitted with application. Elevation certificate will be required.
6. **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 other all required supporting documentation.
7. **Revocation of Permit.** This permit may be revoked if any false statements are made herein, or if the effect FIRM map has been revised, or if work is not done in accordance with the Floodplain ordinance. If revoked, all work must cease until permit is reissued which may require removal of any development that may have occurred.
8. **Right to Inspect.** The Floodplain official and/or their designee(s) has the right to inspect the work.

### Section E: Signature of Applicant

By signing below, I agree to the terms and conditions of this permit and certify the information contained in the application is true and accurate. In lieu of property owner signature, an authorized agent may sign and may be required to submit evidence of authority.

Owner/Agent

Printed Name

Signature

Date

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

Is the development located in a FEMA SFHA ☐ Yes ☐ No FIRM Panel Number: \_\_\_\_\_  
 FEMA Flood Zone: ☐ A ☐ AE ☐ AH ☐ AO IS it in a regulatory floodway? ☐ Yes ☐ No  
 Base Flood Elevation or Depth: \_\_\_\_\_ Datum: ☐ NGVD 1929 ☐ NAVD 1988  
 Source of BFE/Depth: ☐ FIS ☐ FIRM ☐ Other: \_\_\_\_\_  
 LFE: \_\_\_\_\_  
 If work is on existing structure, percentage improvement: \_\_\_\_\_  
 (Substantial Improvement if cost of work/structure value is  $\geq$  50%)

1	2	Section G: Required Documentation
<input type="checkbox"/>	<input type="checkbox"/>	Site Plans with location and extent of project, floodplain boundaries and elevation(s) <i>(required)</i>
<input type="checkbox"/>	<input type="checkbox"/>	Elevation Certificate (EC) <i>(required for new construction and substantial improvements)</i>
<input type="checkbox"/>	<input type="checkbox"/>	Based on Construction Drawing (Pre-Development EC)
<input type="checkbox"/>	<input type="checkbox"/>	Finished Construction (Post-development EC)
<input type="checkbox"/>	<input type="checkbox"/>	Estimated Cost of Project and Structure Valuation Documentation <i>(for work on existing structures)</i>
<input type="checkbox"/>	<input type="checkbox"/>	Manufactured Homes anchoring documentation <i>(see FEMA P-85)</i>
<input type="checkbox"/>	<input type="checkbox"/>	Floodway No-Rise Certification with supporting H&H analysis <i>(required for floodway proposals)</i> Upon review, project <input type="checkbox"/> does / <input type="checkbox"/> does not meet 0.00 rise requirements.
<input type="checkbox"/>	<input type="checkbox"/>	Detailed hydrologic & hydraulic model <i>(for channel improvements, and as otherwise required)</i>
<input type="checkbox"/>	<input type="checkbox"/>	Letter(s) of Map Change from FEMA: <input type="checkbox"/> CLOMR <input type="checkbox"/> LOMR
<input type="checkbox"/>	<input type="checkbox"/>	Other documents deemed necessary by the Floodplain Administrator:

Boxes: 1-Required, 2-Provided in Submittal

## Section H: Permit Decision

<input type="checkbox"/>	Permit Approved. <i>The information submitted for the proposed project was reviewed and found compliant with adopted floodplain management standards.</i>
<input type="checkbox"/>	Permit Approved with Conditions. <i>The information submitted for the proposed project was reviewed. To ensure compliance with adopted floodplain management standards, certain additional conditions must be met.</i>
<input type="checkbox"/>	Permit Denied. <i>Proposal does not meet local floodplain standards. Explanation has been provided (attached)</i>

## Official's Signature (Floodplain Administrator)

Signature

Printed Name

Date