

**SPECIAL FLOOD HAZARD AREA DEVELOPMENT APPLICATION AND
PERMIT FOR THE CITY OF LEEDS, ALABAMA**
DEPARTMENT OF INSPECTION SERVICES- FLOOD PLAIN MANAGEMENT DIVISION
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INSPECTIONS@LEEDSALABAMA.GOV * leedsalabama.gov

THIS APPLICATION IS FOR A PERMIT TO DEVELOP IN A DESIGNED SPECIAL FLOOD HAZARD AREA. IF PERMITTED, ALL WORK SHALL BE PERFORMED AS DESCRIBED BELOW, IN ATTACHMENTS HERETO AND AS INSTRUCTED IN WIRTING BY THE LEEDS DEPT. OF INSPECTION SERVICES. ALL SUCH WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE REQUIREMENTS OF THE <i>FLOOD DAMAGE PREVENTION ORDINANCE OF THE CITY OF LEEDS</i> AND WITH ALL OTHER APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS. ALL QUESTIONS SOHULD BE DIRECTED TO THE LEEDS INSPECTIONS DEPARTMENT.	
SECTION A – CONTACT INFORMATION	
OWNER OR AUTHORIZED AGENTS' S NAME:	
BUILDER/CONTRACTOR' S NAME	
ADDRESS:	
E-MAIL:	
TELEPHONE:	
FAX:	
MOBILE:	
SITE LOCATION:	
TAX PARCEL ID(S):	
SECTION B DESCRIPTION OF WORK	
TO BE COMPLETED BY APPLICANT	
PROPOSED DEVELOPMENT DESCRIPTION (CHECK ALL THAT APPLY)	TYPE OF CONSTRUCTION (CHECK ALL THAT APPLY)
<input type="checkbox"/> ALTERATION OR REPAIR	<input type="checkbox"/> RESIDENTIAL
<input type="checkbox"/> FILLING	<input type="checkbox"/> ADDITION
<input type="checkbox"/> NEW CONSTRUCTION	<input type="checkbox"/> ACESSORY STRUCTURE
<input type="checkbox"/> SUBDIVISION	<input type="checkbox"/> IMPROVEMENT (TO EXISTING STRUCT.)
<input type="checkbox"/> WATERCOURSE ALTERATION	<input type="checkbox"/> TEMPORARY STRUCTURE
<input type="checkbox"/> DREDGING	<input type="checkbox"/> NON-RESIDENTIAL
<input type="checkbox"/> MANUFACTURED HOME INSTALLATION	<input type="checkbox"/> DEMOLITION
<input type="checkbox"/> OTHER (DESCRIBE BELOW)	<input type="checkbox"/> OTHER (DESCRIBE BELOW)
COMMENTS:	
NOTE: APPLICANT UNDERSTANDS AND AGREES THAT THIS PERMIT IS ISSUED ON THE CONDITIONS AND FACTS DESCRIBED; ANY PERMIT MAY BE REPEALED IF CONDITIONS OR FACTS CHANGE; PERMIT WILL VOID IF THE ACTIVITY HAS NOT BEGUN WITHIN 180 DAYS OF THE ISSUANCE DATE; AND PERMIT WILLREMAIN VALIDE FOR A PERIOD OF ONE (1) YEAR FROM DATE OF ISSUANCE.	
SECTION C. VALUE – COMPLETE THIS SECTION IF DESRIPTION OF WORK IS AN ALTERATION, ADDITION, REPAIR FOLLOWING FLOOD DAMAGE OR IMPROVEMENTS TO AN EXISTING STRUCTURE	

WHAT IS THE ESTIMATED MARKET VALUE OF THE EXISTING STRUCTURE?			\$
A COPY OF AN APPRAISAL FROM THE REVENUE COMMISSIONER'S OFFICE MUST BE SUBMITTED WITH THIS PERMIT APPLICATION.			
WHAT IS THE ESTIMATED COST OF THE PROPOSED CONSTRUCTION?			\$
LIST ANY AND ALL OTHER IMPROVEMENTS/STRUCTURAL CHANGES THAT HAVE BEEN UNDERTAKEN AT THE ADDRESS LISTED IN SECTION A, IN THE LAST TEN (10) YEARS (ATTACH EXTRA SHEETS AS NEEDED):			
APPROXIMATE DATE OF IMPROVEMENT	TYPE OF IMPROVEMENT	ESTIMATED VALUE OF IMPROVEMENT	PERMIT NUMBER (INSPECTION OFFICE USE)
1.			
2.			
3.			
4.			
5.			
IF THE CUMULATIVE COST OF THE PROPOSED CONSTRUCTION WITH ANY PREVIOUS IMPROVEMENTS DURING A TEN (10) YEAR PERIOD EQUALS OR EXCEEDS FIFTY (50) PERCENT OF THE MARKET VALUE OF THE STRUCTURE AT THE BEGINNING OF THE 10 YEAR PERIOD, THE IMPROVEMENTS/DAMAGE REQUIREMENTS SHALL THEN APPLY. PLEASE COMPLETE A SUBSTANTIAL IMPROVEMENT/DAMAGE CERTIFICATION FORM AVAILABLE FROM THE LEEDS INSPECTION SERVICES DEPARTMENT. IF YOUR BUILDING IS SUBSTANTIALLY DAMAGED, PLEASE CHECK TO SEE IF INCREASED COST OF COMPLIANCE (ICC) COVERAGE MIGHT BE BENEFICIAL TO YOUR SITUATION.			
SECTION D – ATTACHMENTS: (PROVIDE ALL THAT APPLY)			
<ul style="list-style-type: none"> • A SITE PLAN IS REQUIRED SHOWING BUILDINGS AND IMPROVEMENTS, FLOOD ZONES, BASE FLOOD ELEVATION (A COMPLETED FEMA ELEVATION CERTIFICATE IS REQUIRED FOR EACH BUILDING) • BUILDING FLOOD PROFFING PLANS CERTIFIED BY A REGISTERED ARCHITECT OR PROFESSIONAL ENGINEER. (REQUIRED FOR NON-RESIDENTIAL FLOOD PROOFING IN LIEU OF A ELEVATION CERTIFICATE) • BUILDING ELEVATION PLANS BY REGISTERED ARCHITECT OR PROFESSIONAL ENGINEER (REQUIRED FOR ELEVATED CONSTRUCTION) • AN "APPROXIMATE" ZONE ELEVATION DETERMINATION BY A PROFESSIONAL LAND SURVEYOR OR REGISTERED PROFESSIONAL ENGINEER AND SUBMITTED ON A FEMA ELEVATION CERTIFICATE. EXHAUST ALL RESOURCES (USACE, ALDOT, ETC.) TO ESTABLISH BFE FOR AREAS WHERE THE BASE FLOOD ELEVATION HAS NOT BEEN DETERMINED BY FEMA. • A "NO-RISE/NO-IMPACT" CERTIFICATION – COMPLETED AND STAMPED BY A REGISTERED PROFESSIONAL ENGINEER (REQUIRED FOR DEVELOPMENT IN THE FLOODWAY TO INCLUDE HYDRAULIC AND HYDROLOGIC ANALYSIS SUPPORTED AND SUBMITTED ON FEMA FORM MT-2 BEFORE A PERMIT MAY BE ISSUED) • COMPLETE INCREASED COST OF COMPLIANCE COVERAGE CHECKLIST, IF APPLICABLE, AND ATTACH TO THIS PERMIT. 			
SECTION E – APPLICANT CERTIFICATION			
I, THE UNDERSIGNED, UNDERSTAND AND AGREE THAT I <u>MUST COMPLY</u> WITH THE CITY OF LEEDS FLOOD DAMAGE PREVENTION ORDINANCE AND APPLICABLE LOCAL, STATE AND FEDERAL REGULATIONS.			
----- APPLICANT SIGNATURE		----- DATE	
TO BE COMPLETED BY INSPECTION DEPARTMENT STAFF			
SECTION F – FLOOD EVALUATION – ALL STRUCTURES			
IS THE PROPOSED DEVELOPMENT IN AN IDENTIFIED FLOODWAY?	YES	NO	
IF THE ANSWER TO ITEM #1 SECTION D, IS YES HAS A "NO-RISE CERTIFICATION BEEN COMPLETED AND ATTACHED?	YES	NO	

WHAT FLOOD ZONE AND PANEL NUMBER APPEAR ON THE FLOOD INSURANCE RATE MAP (FIRM) OR FLOOD HAZARD BOUNDARY MAP (FHBM) IN THE PROPOSED DEVELOPMENT AREA?		ZONE	PANEL#
IF THE STRUCTURE IS FLOOD PROOFED, THE REQUIRED FLOOD PROOFING ELEVATION IS ONE (1) FOOT ABOVE BFE (ONE FOOT MINIMUM)		YES	NO
WILL THE PROPOSED DEVELOPMENT REQUIRE ALTERATION OF ANY WATERCOURSE?		YES	NO
WHAT IS THE BASE FLOOD ELEVATION (BFE) AT THE SITE?		FEET (MSL)	
WHAT IS THE LOWEST FLOOR INCLUDING BASEMENT?		AT MSL	
WHAT IS THE ELEVATION AT WHICH ALL ATTENDANT UTILITIES, INCLUDING ALL HEATING AND ELECTRICAL EQUIPMENT WILL BE INSTALLED OR FLOOD PROOFED?		FEET (MSL)	
SECTION G. - NON-RESIDENTIAL CONSTRUCTION			
TYPE OF FLOOD PROTECTION METHOD USED?	FLOOD PROOFING	ELEVATION	
IF THE STRUCTURE IS FLOOD PROOFED, THE REQUIRED FLOOD PROOFING ELEVATION IS ONE (1) FOOT ABOVE BFE (ONE FOOT MINIMUM)	YES	NO	
WHAT IS THE BASE FLOOD ELEVATION (BFE) AT THE SITE?	FEET MSL		
WHAT IS THE REQUIRED LOWEST FLOOR INCLUDING BASEMENT?	AT MSL		
WHAT IS THE ELEVATION TO WHICH ALL ATTENDANT UTILITIES, INCLUDING ALL HEATING AND ELECTRICAL EQUIPMENT WILL BE INSTALLED OR FLOOD PROOFED?	FEET MSL		
SECTION H - SUBDIVISION (TO BE COMPLETED IF DEVELOPMENT IS IN A SUBDIVISION IN THE JURISDICTION OF THE LEEDS PLANNING COMMISSION)			
DOES THE SUBDIVISION CONTAIN EITHER 50 LOTS OR 5 ACRES?	YES	NO	
IF YES, HAS THE BASE FLOOD ELEVATION DATA, AS REQUIRED BY ORDINANCE, BEEN PROVIDED BY THE DEVELOPER'S ENGINEER ON THE PRELIMINARY AND FINAL PLAT?	YES	NO	
SECTION I - APPROVAL			
APPROVED		DENIED	CONDITIONAL (SEE BELOW)
COMMENT OR CONDITIONS OF APPROVAL (ADDITIONAL COMMENTS MAY BE ATTACHED)			
FLOOD PREVENTION ADMINISTRATOR		DATE	
SECTION J- REVIEW WITH APPLICANT (INITIAL AND DATE WHEN REVIEWED WITH APPLICANT. APPLICANT INITIAL TO ACKNOWLEDGE REVIEW)			
DATE	ADMINISTRATOR	APPLICANT	REVIEW ITEM

			1.THE APPLICANT UNDERSTANDS THAT AN ON-SITE INSPECTION IS REQUIRED AT THE TIME OF COMPLETION OF THE LOWEST FLOOR
			2. AT THE TIME OF INSPECTION, A CERTIFIED ORIGINAL ELEVATION CERTIFICATE USING CURRENT FEMA FORM 81-31 IS REQUIRED TO BE ON FILE IN THE INSPECTION SERVICE DEPARTMENT
			3. IF FOR ANY REASON ELEVATION DOES NOT COMPLY WITH THE REQUIRED HEIGHT ABOVE BFE (BASE FLOOD ELEVATION) ALTERATIONS WILL BE REQUIRED TO BE MADE BEFORE CONTINUING CONSTRUCTION.
			4. AFINAL INSPECTION IS REQUIRED ON THE STRUCTURE AFTER THE BUILDING IS COMPLETED AND READY FOR OCCUPANCY. THE TEMPORARY BENCHMARK IS TO BE LEFT ON SITE UNTIL THE DEVELOPMENT IS OCMPLETED AT THAT LOCATION.
			5. PROVIDE "AS-BUILT" FLOOD PROFFING CERTIFICATION, IF REQUIRED, BY A REGISTERED PROFESSIONAL ENGINEER.
			6.APPLICANT IS RESPONSIBLE FOR ACQUIRING ALL REQUIREDLOCAL, STATE OR FEDERAL PERMITS PRIOR TO THE START OF CONST.
			7. IN ADIDTION, PERMENANT ELECTRICAL SERVICE WILL NOT BE RELEASED UNTIL ALL PROVISIONS ARE COMPLIANT

QUESTIONS SHOULD BE DIRECTED TO:
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LEEDS, AL 35094
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