Winchester zoning & inspections Virginia

CASE #: FDP-_____
DATE RECEIVED:_____

FLOODPLAIN DEVELOPMENT PERMIT

Section I. Applicant and Project Information (Applicant Responsibility)

PERMIT DOCUMENT CHECKLIST

- ☐ Detailed Project Cost Estimate **(REQUIRED)** Itemized list of job cost – Materials, Labor, and total. Must match what is on permit application.
- ☐ Documentation demonstrating the value of the existing structure (required):
  - Either an Assessment or Appraisal
- ☐ Historical Structure documentation (Required for Historical Exemption)
- ☐ Site Plan/Survey attached showing improvements (Required for new build or addition)
- ☐ Existing Elevation Certificate (From previous elevation assessment)

Please review all documentation and ensure all submitted items match those noted on permit.

General Information (Applicant Responsibility)

1. All portions of this checklist must be filled out in full, and appropriate documentation provided, before acceptance of Floodplain Permit Application.
2. No work may begin within a floodplain designated as AE, and A, until a floodplain development permit is issued.
3. The development may not be used or occupied until it has been approved by the Zoning Administrator for compliance with the floodplain regulations, including an updated Elevation and Floodproofing Certificate.
4. By signing and submitting this application, the Applicant certifies that all statements contained in Section I and any additional documents submitted with the application are true and accurate.
5. The permit may be revoked and a stop work order may be issued if any false information is provided in this application.

Owner/Applicant Information (Applicant Responsibility)	
Property Owner	
Applicant/Contractor	
Contractor License Number	
Mailing Address	
Telephone Number	
E-mail Address	

Project Information (Applicant Responsibility)	
Project Name	
Work Description	
Project Address	
Project Cost	**Matching attached Project Cost Estimate*

1. Type of Development
   (Please check all that apply)

   ☐ Residential
   ☐ Non-Residential
      - o Elevated
      - o Floodproofed

   ☐ Mixed Use

2. Type of Structural Activity
   ☐ New Structure
   ☐ Addition
   ☐ Alteration of Existing Structure
      - o Value of Existing Structure (Attached Appraisal or Assessment):

        _____

   Note: If project cost exceeds 50% of value of existing structure, project is considered Substantial Improvement. **See Definitions*

3. Other Development Activities
   Additional permits are required from the Public Services Department and/or Zoning Department.
   ☐ Grading/Fill
   ☐ Drainage Improvements
   ☐ Roadway or Bridge Construction
   ☐ Water or Sewer Improvements
   ☐ Outdoor Storage
   ☐ Other: _____
   ☐ No additional development activities

Signature

I certify that to the best of my knowledge the information contained in this application is true and accurate. I understand that all development within the floodplain is required to be constructed to meet the requirements of the *Zoning Ordinance* and the VA USBC.

_____	_____	_____
Print	Sign	Date

Section II: Permit Review (To be completed by City staff)

City Engineer/Floodplain Administrator Review *All elevations based on NAVD '88*

1. FIRM map panel and date _____
2. The proposed development is located within Zone:
   AE ☐ AE w/Floodway ☐
   A ☐
   (**If NONE of the above, a floodplain development permit is not required)**
3. Base Flood Elevation (NAVD '88) _____
4. The project is a substantial improvement or renovation ☐ YES ☐ NO
   a. Project Cost Estimate (Attach): _____
   b. Value of Existing Structure (Attach): _____
   c. Calculated Percentage of Improvement: _____
5. Site Plan/Survey
   ☐ Minor ☐ Major ☐ Not Applicable

Zoning Administration Review

The project includes alterations to qualified historic structure as defined in Section 14.1-7-17 of the Winchester Zoning Ordinance ☐ YES ☐ NO

Documentation Attached? ☐ YES ☐ NO ☐ N/A

Administrative Historic Exemption Issued? ☐ YES ☐ NO ☐ N/A

Building Official Review

1 foot of freeboard is required for all construction

1. Elevation Certificate ☐ Proposed ☐ Existing Condition
   **Attached ☐ YES ☐ NO
2. Design Flood Elevation (BFE + Freeboard) _____
3. Proposed finished floor elevation _____
4. Elevation of mechanical equipment _____
5. Crawl Space is below grade on all sides ☐ YES ☐ NO
   ***If yes, plans must be revised (not permitted)*
   a. Flood venting
   b. Size of Crawl Space (square feet) _____
   c. Number of flood vents _____
   d. Capacity of flood vents (square inches) _____
   e. Type/Model number(s) of engineered flood vents _____
   f. Engineer design documents submitted? ☐ YES ☐ NO
   ***Engineering design documents are required for engineered flood vents.*
6. Elevation of attached garage _____
   a. Plumbing or mechanical within garage ☐ YES ☐ NO

***Plumbing and mechanical required to be elevated above DFE*

b. Size of attached garage (square feet) _____
c. Number of flood vents (if below DFE) _____
d. Capacity of flood vents (square inches) _____
e. Type/Model number(s) of engineered flood vents _____
f. Engineer design documents submitted? ☐ YES ☐ NO

***Engineering design documents are required for engineered flood vents*

7. Is the structure floodproofed (non-residential only)? ☐ YES ☐ NO
8. Floodproofing certificate submitted? ☐ YES ☐ NO

*****Floodproofing certificate, prepared by a registered design professional (engineer), required if this type of construction is proposed***

ACCESSORY STRUCTURE DATA

1. Flood zone at location of accessory structure _____
2. Design Flood Elevation (BFE + Freeboard) _____
3. Site Plan/Survey attached? ☐ YES ☐ NO

AE Zone

1. Proposed floor elevation of structure _____
2. Elevation of mechanical equipment _____
3. Flood resistant construction to DFE? (required) ☐ YES ☐ NO
4. Flood Venting (if below BFE) _____
   a. Size of enclosed space (square feet) _____
   b. Number of flood vents _____
   c. Capacity of flood vents (square inches) _____
   d. Type/Model number(s) of engineered flood vents _____
   e. Engineer design documents submitted? ☐ YES ☐ NO

***Engineering design documents are required for engineered flood vents*

Definitions:

SUBSTANTIAL DAMAGE. For the purpose of determining compliance with the flood provisions of this code, damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT. For the purpose of determining compliance with the flood provisions of this code, any *repair*, *alteration*, *addition*, or improvement of a building or structure, the cost of which equals or exceeds 50 percent of the market value of the structure, before the improvement or *repair* is started. If the structure has sustained *substantial damage*, any repairs are considered *substantial improvement* regardless of the actual *repair* work performed. The term does not, however, include either:

1. Any project for improvement of a building required to correct existing health, sanitary, or safety code violations identified by the *code official* and that is the minimum necessary to ensure safe living conditions; or
2. Any *alteration* of a historic structure, provided that the *alteration* will not preclude the structure's continued designation as a historic structure.

SUBSTANTIAL STRUCTURAL DAMAGE. A condition where: 1. In any story, the vertical elements of the lateral force resisting system have suffered damage such that the lateral load-carrying capacity of the structure in any horizontal direction has been reduced by more than 33 percent from its pre-damage condition; or 2. The capacity of any vertical gravity load-carrying component, or any group of such components, that supports more than 30 percent of the total area of the structure's floor(s) and roof(s) has been reduced more than 20 percent from its pre-damage condition and the remaining capacity of such affected elements, with respect to all dead and live loads, is less than 75 percent of that required by this code for new buildings of similar structure, purpose and location.

Approval Signatures		
Floodplain Manager / City Engineer:		Date
Zoning Administrator:		Date
Building Official:		Date