



Application No: \_\_\_\_\_

Building Permit No: \_\_\_\_\_

### CITY OF OKLAHOMA CITY FLOODPLAIN ACTIVITY PERMIT APPLICATION

The undersigned hereby makes application for a permit to develop in a designated floodplain area. The work to be performed is described below and in the attachments hereto. The undersigned agrees that all such work shall be done in accordance with the requirements of the City of Oklahoma City Floodplain Ordinance and with all other applicable local, State and Federal regulations. This application does not create liability on the part of the City of Oklahoma City or any officer or employee thereof for any flood damage that results from reliance in this application or any administrative decision made lawfully thereunder.

#### **A. APPLICANT INFORMATION**

Name of Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Property Address: \_\_\_\_\_

Applicant/ Representative: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

#### **B. DESCRIPTION OF WORK**

1. The reason for the floodplain development is:  
 New Structure                       Manufactured Home                       Importing/ Placing Fill  
 Expansion/ Addition               Subdivision (Block \_\_\_\_\_ Lot \_\_\_\_\_)  
 Other: \_\_\_\_\_

2. Is the proposed development in a Special Flood Hazard Area (Zones A, AE, A1-A30, AH or AO)?  
 Yes                       No

**Provide Floodplain Information:**

Flood Zone: \_\_\_\_\_ Base Flood Elevation: \_\_\_\_\_ Datum: \_\_\_\_\_

FIRM Panel Number: \_\_\_\_\_ Map Effective Date: \_\_\_\_\_

Community Number: \_\_\_\_\_

3. Are other Federal, State or local permits obtained?  
 Yes                       No                      Type: \_\_\_\_\_

4. Is the proposed development in an identified floodway?  
 Yes                       No

5. If Yes to No. 4 above, is a "No Rise Certification" with supporting data attached?  
 Yes                       No

**C. COMPLETE FOR NEW STRUCTURES AND BUILDINGS SITES**

1. Estimated cost of the proposed structure? \$ \_\_\_\_\_
2. Required lowest floor elevation, including basement (BFE + 1 foot): \_\_\_\_\_ Datum: \_\_\_\_\_
3. Elevation to which all attendant utilities, including heating and electrical equipment will be protected from flood damage: \_\_\_\_\_ Datum: \_\_\_\_\_

**D. COMPLETE FOR ADDITION OR IMPROVEMENTS TO EXISTING STRUCTURES**

1. What is the estimated market value of the existing structure? \$ \_\_\_\_\_
2. What is the cost of the proposed construction? \$ \_\_\_\_\_
3. If the cost of the proposed construction, plus the cost of any prior construction done over the last 10 years equals or exceeds 25% of the market value of the structure, then the substantial improvement provision shall apply.

**E. COMPLETE FOR NON-RESIDENTIAL FLOODPROOFED CONSTRUCTION**

1. Type of floodproofing method: \_\_\_\_\_
2. The required floodproofing elevation is: \_\_\_\_\_ Datum: \_\_\_\_\_
3. Floodproofing certificate by a registered engineer is attached? \_\_\_ Yes \_\_\_ No

**F. COMPLETE FOR SUBDIVISION AND PLANNED UNIT DEVELOPMENTS**

1. Will the subdivision or other development contain 50 lots or 5 acres? \_\_\_ Yes \_\_\_ No
2. If yes, does the plat or proposal clearly identify base flood elevations? \_\_\_ Yes \_\_\_ No
3. Are the 100 year Floodplain and Floodway delineated on the site plan? \_\_\_ Yes \_\_\_ No

**G. COMPLETED BY APPLICANT**

Print name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICIAL USE ONLY**

Application No: \_\_\_\_\_ Fee: \_\_\_\_\_ Date: \_\_\_\_\_

FEMA Elevation Certificate Provided: \_\_\_ Pre-Construction \_\_\_ Post-Construction

As-Built lowest floor elevation: \_\_\_\_\_ Datum: \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Denied: \_\_\_\_\_ Date: \_\_\_\_\_

Remarks: \_\_\_\_\_

## **PLANS AND OTHER DOCUMENTS**

- \_\_\_ 1. Attach 1 copy of exhibit (minimum size 11"x17") showing FEMA FIRM as background with proposed improvement/ development location. This FEMA FIRM shall be downloaded from FEMA Map Service Center at <https://msc.fema.gov> and clearly shows FEMA FIRM Panel number, effective date, limits of Floodplain and Floodway, and property lines.
- \_\_\_ 2. Attach 1 copy of the legal description of the affected property(ies).
- \_\_\_ 3. Attach 1 copy of Final/ Preliminary Plat, if applicable.
- \_\_\_ 4. Attach official approval from The Corps of Engineer (Tulsa District) for any Nationwide permit and/ or Individual Permit.
- \_\_\_ 5. Attach a set of Construction Drawing, if applicable.
- \_\_\_ 6. Attach a Flood Study report or No Rise Certificate, if applicable.
- \_\_\_ 7. Submit application form with documents to City of Oklahoma City, Public Works, Technical Review Section, 420 West Main Street, Suite 700, Oklahoma City, OK 73102
- \_\_\_ 8. Application fee \$55, once the application is input into the database, the applicant will receive an automatic email with FPAT No. to pay by phone, online or in person.