

**CITY OF MCMINNVILLE  
COMMUNITY DEVELOPMENT DEPARTMENT  
FLOODPLAIN DEVELOPMENT PERMIT APPLICATION**

**Date:** \_\_\_\_\_ **Permit Number:** \_\_\_\_\_

**Property Owner Name:** \_\_\_\_\_ **Phone #:( )** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_ **Phone #:( )** \_\_\_\_\_

**Agent Name:** \_\_\_\_\_ **Phone #:( )** \_\_\_\_\_

**Property Location/Address:** \_\_\_\_\_ **Tax Map and Parcel#:** \_\_\_\_\_

**Size of Total Site Development: Acres** \_\_\_\_\_ **Square Feet** \_\_\_\_\_

**Size of Total Floodplain Area Encumbering Property(s): Acres** \_\_\_\_\_ **Square Feet** \_\_\_\_\_

**Size of Floodplain Area Being Developed: Acres** \_\_\_\_\_ **Square Feet** \_\_\_\_\_

**Amount of Fill/Excavation: Cubic Feet (Fill)** \_\_\_\_\_ **Cubic Feet (Excavation)** \_\_\_\_\_

**FIRM Data:**

Map Panel No.: \_\_\_\_\_

Map Panel Date: \_\_\_\_\_

Flood Zone: \_\_\_\_\_

Regulatory Floodway Info: (Check correct option below)

Inside Regulatory Floodway: \_\_\_\_\_

Outside Regulatory Floodway: \_\_\_\_\_

Inside Floodplain with no Regulatory Floodway Established: \_\_\_\_\_

**The applicant must submit the following documents before the application can be processed:**

A site plan, drawn to scale, showing the location of all existing structures, topography, water bodies, adjacent roads, lot dimensions, and proposed development, showing (where applicable) anchoring systems, proposed elevation of lowest floor (including basement), types of water-resistant materials used below the first floor, details of flood proofing of utilities located below the first floor, details of enclosures below the first floor, proposed location of fill/excavation in floodplain, and proposed amount of fill/excavation in floodplain consisting of: surface area encumbering property(s) and approximate amount of cubic feet of earthen material to be filled/excavated.

**Brief Description of Work:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Type of Development Activity (Check all that apply):**

**Activity Type:**

New Structure

Addition

Alteration

Relocation  
Demolition  
Replacement

**Structure Type:**

Residential (One and Two Family Dwelling)  
Residential (Multifamily Dwelling)  
Nonresidential (Flood-proofing \_\_\_\_ Yes)  
Mixed Use Building (Residential and Nonresidential)  
Manufactured Home (In Manufactured Home Park \_\_\_\_ Yes)

**Other Development Activities:**

Excavation  
Fill  
Clearing  
Grading  
Utility Construction  
Road Construction  
Subdivision (New or Expansion)  
Watercourse Alteration(Including dredging and channel modifications)  
Septic System  
Other (Please Specify): \_\_\_\_\_

**Development Standards Data:**

1. If Inside Regulatory Floodway or Inside Floodplain with no Regulatory Floodway Established have been checked above, attach engineering certification and supporting data as required.
2. Base flood elevation (BFE) per FIRM at development site \_\_\_\_\_ (NGVD / NAVD 88).
3. Elevation in relation to mean sea level (MSL) at or above which the lowest floor (including basement) must be constructed \_\_\_\_\_ (NGVD / NAVD 88).
4. Elevation in relation to mean sea level (MSL) at or above which all attendant utilities to include, but not limited to, all heating, air conditioning and electrical equipment must be installed \_\_\_\_\_ (NGVD / NAVD 88).
5. Will a garage (if applicable) be used for any purpose other than parking vehicles, building access, or storage?  
\_\_\_\_ Yes \_\_\_\_ No If yes, then the garage must be used in determining the lowest floor elevation.
6. Proposed method of elevating the structure (Fill and/or Foundation): \_\_\_\_\_  
(a) If foundation wall is used - provide minimum of 2 openings  
(b) Total area of openings required: \_\_\_\_\_ (1 sq. inch per sq. foot of enclosed footprint area below BFE)
7. Will any watercourse be altered or relocated as a result of the proposed development? \_\_\_\_ Yes \_\_\_\_ No  
If yes, attach a description of the extent of the alteration or relocation.
8. Nonresidential Flood-proofing information (if applicable):  
Elevation in relation to mean sea level (MSL) to which structure shall be flood-proofed \_\_\_\_\_ (NGVD / NAVD 88).

**Applicant acknowledgment:** I the undersigned understand that the issuance of a floodplain development permit is contingent upon the above information being correct and that the plans and supporting data have been or shall be provided as required. I also understand that an Elevation Certificate and/or Flood-proofing Certificate (signed by a professional engineer or registered land surveyor, as applicable) must be on submitted to the City of McMinnville Community Development Department indicating the "as built" elevations in relation to mean sea level (MSL).

Prior to commencing any site grading or land disturbance activities of an area greater than one (1) acre or a change of the elevation of a property, a Land Disturbance Permit (LDP) must be obtained from the Engineering Division.

Print or Type Name of Applicant

Print or Type Name of Agent (Surveyor)

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date