



CITY OF VISTA

Application No. _____

Floodplain Development Permit Application

Section 1—General Provision (Applicant to read and sign)

1. No work may start until a permit is issued.
2. The permit may be revoked if any false statements are made herein.
3. If revoked, all work must cease until permit is re-issued.
4. Development shall not be used or occupied until a Certificate of Compliance is issued.
5. The permit will expire if no work is commenced within six months of issuance.
6. Applicant is hereby informed that other permits may be required to fulfill local, state and federal regulatory requirements.
7. Applicant hereby gives consent to the Local Administrator or his/her representative to make reasonable inspections required to verify compliance.
8. I, THE APPLICANT, CERTIFY THAT ALL STATEMENTS HEREIN AND IN ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE.

Applicant's signature _____ Date _____

Section 2—Proposed Development (To be completed by Applicant)

	Name	Address	Telephone
Applicant			
Builder			
Engineer			

Project Location

To avoid delay in processing the application, please provide enough information to easily identify the project location. Provide the street address, lot number or legal description (attach). A sketch attached to this application showing the project location would be helpful.

Description of Work (Check all applicable boxes)

A. Structural Development

Activity

- New structure
- Addition
- Alteration
- Relocation
- Demolition
- Replacement

Structure Type

- Residential (1-4 family)
- Residential (more than 4 family)
- Non-residential (floodproofing? yes)
- Combined use (Residential and Commercial)
- Manufacture (mobile) home (In manufactured home park? yes)

Estimated cost of project: \$ _____

B. Other Development Activities

- Fill Mining Drilling Grading
- Excavation (except for Structural Development checked above)
- Watercourse alteration (including dredging and channel modifications)
- Drainage improvements (including culvert work)
- Road, street or bridge construction
- Subdivision (new or expansion)
- Individual water or sewer system
- Other (please specify) _____

After completing Section 2, applicant should submit form to Local Administrator for review.

Section 3—Floodplain Determination (To be completed by Local Administrator)

The proposed development is located on FIRM Panel No. _____, Dated _____

The proposed development:

- Is NOT located in a Special Flood Hazard Area (Notify the applicant that the application review is complete and NO Floodplain Development Permit is required)
- Is located in a Special Flood Hazard Area
FIRM zone designation is _____
100-Year flood elevation at the site is: _____ ft. NGVD (MSL)
 Unavailable
- The proposed development is located in a floodway
FIFM Panel No. _____ Dated _____
- See Section 4 for additional instructions

Signed _____ Dated _____

Section 4—Additional Information Required (To be completed by Local Administrator)

The applicant must submit the documents checked below before the application can be processed.

- A site plan showing the location of all existing structures, water bodies, adjacent roads, lot dimensions and proposed development.
- Development plans, drawn to scale, and specifications, including where applicable: details for anchoring structures, proposed elevation of lowest floor (including basement), types of water resistant materials used below the first floor, details of floodproofing of utilities located below first floor and details of enclosures below the first floor.
Also, _____
- Subdivision or other development plans. If the subdivision or other development exceeds 50 lots or 5 acres, whichever is the lesser, the applicant must provide 100-year flood elevations if they are not otherwise available.
- Plans showing the extent of watercourse relocation and/or landform alterations.
- Top of new fill elevation _____ ft. NGVD (MSL)
- Floodproofing protection level (non-residential only) _____ ft. NGVD (MSL).
For floodproofed structures, applicant must attach certification from registered engineer or architect.
- Certification from a registered engineer that the proposed activity in a regulatory floodway will not result in any increase in the height of the 100-year flood. A copy of all data and calculations supporting this finding must also be submitted.
- Other: _____

Section 5—Permit Determination (To be completed by Local Administrator)

I have determined that the proposed activity: A. Is
B. Is not

in conformance with provision of Ordinance No. _____. The permit is issued subject to the conditions attached to and made part of this permit.

Signed _____ Date _____

If Box A is checked, the local administrator may issued a Development Permit upon payment of designated fee.

If Box B is checked, the local Administrator will provide a written summary of deficiencies. Applicant may revise and resubmit an application to the Local Administrator or may request a hearing from the Board of Appeals.

Appeals: Appealed to Board of Appeals? Yes No
 Hearing date _____
 Appeals Board Decision—Approved? Yes No
 Conditions _____

Section 6—As-Built Elevations (To be submitted by applicant before Certificate of Compliance is issued)

The following information must be provided for project structures. This section must be completed by a registered professional engineer or a licensed land surveyor (or attach a certification to the application). Complete 1 or 2 below.

1. Actual (As-Built) Elevation of the top of the lowest floor, including basement (in Coastal High Hazard Areas, bottom of lowest structural member of the lowest floor, excluding piling and columns) is: _____ ft. NGVD (MSL).
2. Actual (As-Built) Elevation of floodproofing protection is _____ ft. NGVD (MSL).

Note: Any work performed prior to submittal of the above information is at the risk of the Applicant.

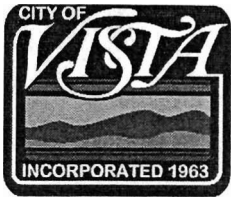
Section 7—Compliance Action (To be completed by Local Administrator)

Inspections: Date _____	By _____	Deficiencies?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Date _____	By _____	Deficiencies?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Date _____	By _____	Deficiencies?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Section 8—Certificate of Compliance (To be completed by Local Administrator)

Certificate of Compliance issued:

Date _____ By _____



CITY OF VISTA

Floodplain Permit Review Checklist

Applicant _____
Permit No. _____

1. Is the development site in a Special Flood Hazard Area? Yes No

2. Permit application completeness:
 - a. Are all required spaces filled in? Yes No
 - b. **Are plans of the proposed development attached?** Yes No
 - c. Are plans adequate? Yes No
 - d. **Is the "Lowest Floor Elevation" (LFE) for each proposed structure enclosed?** Yes No
 - e. **Is the "Base Flood Elevation" (BFE) for each proposed structure enclosed?** Yes No
 - f. Have all required fees been paid? Yes No
 - g. Are certificates for floodproofing construction design signed, sealed and attached? Yes No

3. Does the proposed development require other permits? Yes No
 If yes, what are they? _____
 Are the additional permits attached? Yes No

4. Meeting general NFIP standards:
 - a. Are construction materials and methods flood resistant? Yes No
 - b. Is anchoring proper? Yes No
 - c. **Are utilities safe from flooding?** Yes No
 - d. Is the subdivision designed to minimize flood damage? Yes No
 - e. Will a proposed encroachment obstruct flood waters? Yes No

5. Meeting specific NFIP standards and local floodplain ordinance requirements:
 - a. Is the lowest floor elevated or floodproofed to or above the BFE plus any required freeboard? Yes No
 - b. If there is an enclosure below the LFE, are required openings in place?
 - Number: Minimum of 2 openings? Yes No
 - Size: One inch of opening per square foot of enclosed floor space? Yes No
 - Location: Bottom of all openings no higher than one foot above grade? Yes No
 - c. If a manufactured home placement, has it been properly sited and anchored? Yes No

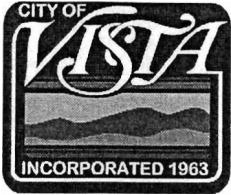
6. Is the proposed development in the regulatory floodway?
 If yes, has applicant demonstrated that development will not increase flood heights? Yes No

Recommendation:

- Grant permit
- Require more information
- Deny permit

Floodplain Administrator

Date



CITY OF VISTA
Certificate of Compliance for Development in
a Special Flood Hazard Area

Owner must retain this Certificate

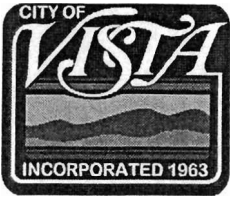
Premises located at: _____ Permit #: _____
_____ Permit date: _____

Owner: _____ Check one:
Address: _____ New building
_____ Existing building
_____ Vacant land

The Local Administrator is to complete A or B below.

A. Compliance is hereby certified with the requirements of Ordinance No. _____
Signed: _____ Dated: _____

B. Compliance is hereby certified with the requirements of Ordinance No. _____
as modified by Variance No. _____ Dated: _____
Signed: _____ Dated: _____



CITY OF VISTA

Procedure for Determining Substantial Improvement/Repair of Structures Located in Special Flood Hazard Areas

When a building located in a Special Flood Hazard Area (SFHA) is damaged by fire, earthquake, flood or other disaster or when additions and remodels to existing structures are proposed, then there must be a determination made whether or not the value of the repairs, remodel or addition will exceed 50 percent of the market value of the structure prior to such damage, remodel or addition. Repairs, remodels and additions, which exceed this 50 percent threshold, are then considered "substantial improvements" and must then follow the requirements of the City's flood plain management program.

In order to evaluate buildings, a base value must be established for for each type of structure which is consistent throughout the City. The City of Vista relies on three distinct methods for determining value. Basic floor area square footage valuations are determined by using the "Building Valuation Data" which is contained in *Building Standards Magazine*©, a publication of the International Conference of Building Officials. All types of structures have different valuations based upon their construction type and occupation classification. These numbers can be obtained directly from the City of Vista's Development Services Center.

When a property is damaged, a determination of repair costs compared to the valuation of the pre-damaged structure must be analyzed to determine if the building is considered substantially damaged, as defined by FEMA regulations. The first thing that must be done is to determine the value of the pre-damaged building. This sets the basis for comparison with the actual costs of repair. The cost of repair is then based exclusively on all the components necessary to return the structure to it's pre-damaged status, including structural and finish materials, fixtures, equipment, site preparation, taxes, and contractor's profit and overhead. This may be accomplished by either AN ITEMIZED SIGNED BID CONTRACT, OR Flood Insurance Proof of Loss Statement or Adjusters Worksheet, each of which include the cost of any necessary demolition. Clean up and disposal costs may be excluded as they are not a direct cost in repairing the building and should be broken out separately in the contract. Should the property be a dwelling, the owner of the property may make a detailed estimate of the work to be done including the price of all materials and labor. The Building Official shall compare the estimate against an actual on-site inspection of the property. Labor for owner/builders shall be based at not less than \$20.00 per hour. Any material or labor that the owner claims to be donated or discounted shall not be considered at less than the value of the material or labor that would be chargeable through normal market transactions.

Any project within the 35 percent to 50 percent range of the overall value of the structure being repaired must have a detailed computation completed. Whether all work is completed to a pre-damaged state or not, if the value of the work necessary to attain this level exceeds 50 percent of the pre-damaged value of the structure, then the structure must conform to current flood plain management requirements.

When additions are proposed to existing buildings, the same basic valuation of the pre-addition building is calculated, however the same basis is used for the new floor areas to be installed. If multiple buildings are involved, each building is calculated separately. If the building is located within a floodway (as designated on the current FIRM for the area), then any addition, which would increase the

floor area, will need to have a Non-Rise analysis performed. Additions within the flood plain do not necessarily mean the existing structure needs to be elevated, even if the addition exceeds 50 percent of the pre-addition value. However, the addition itself must comply with all the NFIP regulations, and be elevated at or above the base-flood elevation (BFE). If the addition constitutes a second story addition and exceeds the 50 percent threshold, then the existing structure must be elevated to or above the BFE. In this case dry flood proofing is not an alternative to elevating. There needs to be an understanding that if a remodel takes place in the existing portion of the structure, and the combined work exceeds the 50 percent threshold, then the entire structure will have to be brought into conformance.

Attached and detached garages are also subject to these requirements if their floors fall below the BFE. In these structure, no machinery or equipment such as furnaces, water heaters, freezers, refrigerators, air conditioners, electrical boxes and so forth are allowed below the BFE. All interior wall, floor and ceiling materials must also be flood resistant if below the BFE. All interior wall, floor and ceiling materials must also be flood resistant if below the BFE. The walls of these structures must be designed to resist uplift from buoyancy, lateral displacement from moving water and collapse. There must also be at least two openings in the walls to allow floodwaters to enter and recede equal to 1 square inch per 1 square foot of floor area. The openings must be located on two different walls, with the bottom of the opening not more than 12 inches above grade.

Remodels pose more of a challenge, especially when being done as owner/builder projects. However, the methodology is similar in that the pre-remodel value is determined using the same basic values and then either a signed contract may be submitted for the entire project, or a detailed analysis must be submitted demonstrating the costs of all materials and labor. The Building Official will compare these analyses with current practices to determine if the estimates are legitimate.