

## **FLOODPLAIN DEVELOPMENT PERMIT APPLICATION**

A Floodplain Development Permit is required for all work performed in the floodplain including the construction or alteration of any structure and site work.

All applications must be approved by the Planning Board prior to the issuance of a Floodplain Development permit and/or a Building Permit

All applications must be reviewed by the Building Inspector for compliance with the applicable Building Codes and Zoning Ordinances prior to placement on Planning Board agenda. You will be notified by the Building Inspector when to attend the Planning Board.

This application must be accompanied by the **REQUIRED \$250.00 APPLICATION FEE.** A permit fee will be due and payable upon issuance of the building permit. Call the office for the fee schedule

### **SECTION 1: GENERAL PROVISIONS (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 is invalid if no work is commenced within six months of issuance, and expires 2 years from date 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\_\_\_\_\_

APPLICATION #: \_\_\_\_\_

APPLICATION DATE: \_\_\_\_\_

**VILLAGE OF ARDSLEY  
BUILDING DEPARTMENT  
507 ASHFORD AVENUE  
ARDSLEY, NEW YORK 10502  
Phone: 914-693-6961 Fax: 914-693-3706**

**APPLICATION #:** \_\_\_\_\_

**APPLICATION DATE:** \_\_\_\_\_

**PERMIT #:** \_\_\_\_\_

**APPLICATION FEE:** \_\_\_\_\_

**ISSUE DATE:** \_\_\_\_\_

**PERMIT FEE:** \_\_\_\_\_

In accordance with the following statements, the specifications and plans herewith submitted and made part of this application, I (or We) do hereby certify that the construction, alteration or demolition will comply with all provisions of the New York State Uniform Fire prevention and Building Code, the Building Code and Zoning Code of the Village of Ardsley, the regulations of the Health Departments of Westchester County and the State of New York, and other applicable laws, whether specified herein or not. This application will be abandoned in 6 months after the application date, unless before that date, a permit shall have been issued.

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Signature of Person making Application

Street Address of Proposed Work \_\_\_\_\_

Property Number Section \_\_\_\_\_ Sub Sec \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ Zoning District \_\_\_\_\_

Property Owner (print name) \_\_\_\_\_ Phone # \_\_\_\_\_

Address of owner: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Property Lessee (print name) \_\_\_\_\_ Phone # \_\_\_\_\_

Address of lessee: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Applicant (print name): \_\_\_\_\_ Phone # \_\_\_\_\_

Address of Applicant: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Architect (print name) \_\_\_\_\_ License # \_\_\_\_\_ Phone # \_\_\_\_\_

Address of Architect: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Engineer (print name) \_\_\_\_\_ License # \_\_\_\_\_ Phone # \_\_\_\_\_

Address of Engineer \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contractor (print name) \_\_\_\_\_ Phone # \_\_\_\_\_

Contractor Address \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**SECTION 2: PROPOSED DEVELOPMENT (To be completed by the Applicant):**

**DESCRIPTION OF WORK:**

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ESTIMATED COST OF PROJECT \$ \_\_\_\_\_

**STRUCTURAL DEVELOPMENT (Check all applicable boxes):**

<u>ACTIVITY</u>	<u>STRUCTURE TYPE</u>
_____ New Structure	_____ Residential (1-4 Family)
_____ Addition	_____ Residential (More than 4 Family)
_____ Alteration	_____ Non-residential (Floodproofing? _____ Yes)
_____ Relocation	_____ Combined Use (Residential & Commercial)
_____ Demolition	_____ Manufactured (Mobile) Home
_____ Replacement	In Manufactured Home Park? _____ Yes _____ No

**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, Stormwater Control Structures or Ponds  
\_\_\_\_\_ Road, Street or Bridge Construction  
\_\_\_\_\_ Subdivision (New or Expansion)  
\_\_\_\_\_ Individual Water or Sewer System  
\_\_\_\_\_ Other (Please specify) \_\_\_\_\_

After completing sections 1 & 2, the 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:**

\_\_\_\_\_ The proposed development is reasonably safe from flooding. Entire property is in Zone B, C or X.

\_\_\_\_\_ The proposed development is in adjacent to a flood prone area.

100-Year flood elevation at the site is:

\_\_\_\_\_ Ft. \_\_\_\_\_ NGVD 1929/ \_\_\_\_\_ NAVD 1988 (MSL) \_\_\_\_\_ Unavailable

\_\_\_\_\_ See Section 4 for additional instructions for development that is or may be in a flood prone area.

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

**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 and specifications, drawn to scale, 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 the first floor, details of enclosures below the first floor, openings in foundation for entry and exit of floodwaters.

Other \_\_\_\_\_

\_\_\_\_\_ Elevation Certificate

\_\_\_\_\_ 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 watercourse location, proposed relocations, Floodway location.

\_\_\_\_\_ Topographic information showing existing and proposed grades, location of all proposed fill.

\_\_\_\_\_ Top of new fill elevation \_\_\_\_\_ Ft. \_\_\_\_\_ NGVD 1929/ \_\_\_\_\_ NAVD 1988 (MSL)

\_\_\_\_\_ PE Certification of Soil Compaction

\_\_\_\_\_ Floodproofing protection level (non-residential only) \_\_\_\_\_ NGVD 1929/ \_\_\_\_\_ NAVD 1988 (MSL)  
For floodproofed structures, applicant must attach certification from registered engineer or architect.

\_\_\_\_\_ 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 the provisions of Chapter 115 of the Code of the Village of Ardsley, adopted in 2007 and all amendments. This permit is hereby issued subject to the conditions attached to and made part of this permit.

SIGNED \_\_\_\_\_, DATE \_\_\_\_\_

If BOX A is checked, the Local Administrator may issue 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.

Expiration Date: \_\_\_\_\_

APPEALS: Appealed to Board of Appeals? \_\_\_\_\_ Yes \_\_\_\_\_ No

Hearing date: \_\_\_\_\_

Appeals Board Decision: Approved \_\_\_\_\_ Denied \_\_\_\_\_

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 this 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 1929/ \_\_\_\_\_ NAVD 1988 (MSL).

**Attach Elevation Certificate FEMA Form 81-31**

2. Actual (As-Built) Elevation of floodproofing protection is \_\_\_\_\_ FT.  
\_\_\_\_\_ NGVD 1929/ \_\_\_\_\_ NAVD 1988 (MSL).

**Attach Floodproofing Certificate FEMA Form 81-65**

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**)

The **LOCAL ADMINISTRATOR** will complete this section as applicable based on inspection of the project to ensure compliance with the community's local law for flood damage prevention.

INSPECTIONS:

DATE _____	BY _____	DEFICIENCIES? _____	YES _____	NO _____
DATE _____	BY _____	DEFICIENCIES? _____	YES _____	NO _____
DATE _____	BY _____	DEFICIENCIES? _____	YES _____	NO _____

**SECTION 8: CERTIFICATE OF COMPLIANCE** (To be completed by **LOCAL ADMINISTRATOR**)

Certificate of Compliance issued: DATE: \_\_\_\_\_

BY: \_\_\_\_\_