**City of Rockford, Illinois**
Public Works Department
Engineering Division
425 East State St Rockford IL 61104
Phone: (779) 348-7174 Fax: (815) 967-7058
Web: www.rockfordil.gov

*Timothy Hanson*
*Director*
*Public Works Department*

Application #:_____

# FLOODPLAIN PERMIT APPLICATION

**This form is to be filled out in duplicate.**

## SECTION 1: General Provisions (APPLICANT to read and sign):

1. No work of any kind 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. 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 Job Description (To be completed by APPLICANT)

| | NAME | ADDRESS | TELEPHONE |
|---|---|---|---|
| APPLICANT | | | |
| BUILDER | | | |
| ENGINEER | | | |
| PROPERTY OWNER | | | |

Application #:_____

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) and, outside urban areas, the distance to the nearest intersecting road or well-known landmark. A sketch attached to this application showing the project location would be helpful.

_____

_____

_____

DESCRIPTION OF WORK (Check all applicable boxes):

STRUCTURAL DEVELOPMENT

| ACTIVITY | STRUCTURE TYPE |
|---|---|
| ☐ New Structure | ☐ Residential (1-4 Family) |
| ☐ Addition | ☐ Residential (More than 4 Family) |
| ☐ Alteration | ☐ Non-resident (Floodproofing? ☐ Yes) |
| ☐ Relocation | ☐ Combined Used (Residential & Commercial) |
| ☐ Demolition | ☐ Manufactured (Mobile) Home (In Manufactured Home Park? |
| ☐ Replacement | ☐ Yes) |

ESTIMATED COST OF PROJECT $_____

A. OTHER ACTIVITIES

☐ Clearing ☐ 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) _____

Application #:_____

**After completing SECTION 2, APPLICANT should submit form to the Local Administrator for review along with documents noted in SECTION 4.**

## SECTION 3: **Floodplain Determination** (To be completed by 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 partially located in the SFHA, but building/development is not.

☐ Is located in a Special Flood Hazard Area
FIRM zone designation is _____.
"100-Year" flood elevation at the site is: _____ft. NGVD (MSL)
☐ Unavailable

☐ Is located in the floodway.
FBFM Panel No. _____ Dated_____
(if different from the FIRM panel and date)

☐ See Section 4 for additional instructions.

SIGNED_____ DATE_____

**SECTION 4: Additional Information Required** (Property Owner to submit and **LOCAL ADMINISTRATOR** to review)

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 enclosures below first floor.

Also, _____

☐ Subdivisions or other development plans. (If the subdivision or other development exceeds 50 lots or 5 acres, whichever is 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.

☐ Change in water elevation (in feet) _____ ☐ Meets ordinance limits on elevation increase
☐ YES ☐ NO

☐ Top of new compacted fill elevation _____ ft. NGVD (MSL). For floodproofed structures, applicant must attach a 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 hydraulic/hydrologic calculations supporting this finding must also be submitted.

☐ Other: _____

_____

Application #:_____

## 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 provisions of the City Stormwater Ordinance. The permit is issued 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.

APPEALS: Appealed to Board of Appeals? ☐ Yes ☐ No
Hearing date: _____
Appeals Board Decision – Approved? ☐ Yes ☐ No

Reasons/Conditions: _____

_____

_____

## SECTION 6: AS-BUILT ELEVATIONS (To be submitted by APPLICANT before Certification of Compliance is issued)

The following information must be provided for structures that are part of this application. This section must be completed by a registered professional engineer or licensed surveyor (or attaché a certification to this application). Complete 1 and 2 below.

1. Actual (As-Built) Elevation of the top of the lowest floor, including basement is: _____ ft. NGVD (MSL).

2. Actual (As-Built) Elevation of flood proofing protection is _____ ft. NGVD (MSL).

## SECTION 7: COMPLIANCE ACTION (To be completed by LOCAL ADMINSTRATOR)

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_____