



## CITY OF PHILOMATH

980 Applegate St./PO Box 400  
Philomath OR 97370  
Ph: 541-929-6148 / Fax: 541-929-3044  
[www.ci.philomath.or.us](http://www.ci.philomath.or.us)

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### FLOODPLAIN PERMIT

The City of Philomath's revised Flood Insurance Rate Maps and revisions to the floodplain regulations found in Chapter 18.55 of the Philomath Municipal Code (PMC) became effective on June 2, 2011. PMC Chapter 18.55 is available on the City of Philomath website at: [www.ci.philomath.or.us](http://www.ci.philomath.or.us). Pursuant to the changes adopted in Chapter 18.55, **a Floodplain Development Permit is required for all development conducted within the Special Flood Hazard Area** (also referred to as the 100-year floodplain).

**Application for a Floodplain Development Permit requires submission of a separate permit (e.g. building permits) application form** (found on the reverse of this sheet) that is reviewed with the regular development permit applications or as a stand-alone application if the proposed activity does not require additional permits. Review and issuance of the Floodplain Development Permit is required by the Federal Emergency Management Agency (FEMA).

***Please note:*** A Floodplain Development Permit is required for ***all*** development in the floodplain; this includes structural (new, addition, remodel, and demolition) permits and electrical, plumbing, and mechanical permits as well as projects that do not require a building permit such as hanging drywall and replacing flooring; non-structural projects related to grading, excavation, and fill work; construction of fences and retaining walls; stream restoration and rehabilitation work; etc. **A Floodplain Development Permit is also required for work to repair a structure that has been damaged by a flood or other event.**

All new work within the floodplain must comply with current floodplain development standards, which may include elevating the structure or utilities serving the structure to the Philomath design flood elevation. **New construction and additions to existing structures will require that a licensed surveyor complete two elevation certificates:** a pre-construction elevation certificate for the building site to be submitted with the application for a permit and a finished construction elevation certificate prior to final inspection of the structure (after all of the utilities have been placed and the grading is completed). Other permits may also require submission of an elevation certificate completed by a licensed surveyor.

If the proposed project site is within a 100-year floodplain, any required inspection cannot be conducted until a Floodplain Development Permit has been approved.

Please contact the City of Philomath Building Permits Department at 541-929-6148 if you have any questions regarding the floodplain development process or regulations.

# Floodplain Development Permit Application

Jurisdiction name: **Philomath**  
 Address: **980 Applegate/PO Box 400, Philomath, OR 97370**  
 Phone: **541-929-6148** Fax: **541-929-3044**  
 Web Site: [www.ci.philomath.or.us](http://www.ci.philomath.or.us)



DEPARTMENT USE ONLY	
Permit No.:	<b>FPD</b> _____
Date:	_____
Staff Initials:	_____

Fee: **FREE**

LOCATION / DESCRIPTION OF SUBJECT PROPERTY	
Property address: _____	
City: _____	State: _____ ZIP: _____
Map and Tax Lot #: _____	
APPLICANT INFORMATION	
Name: _____	
Address: _____	
City: _____	State: _____ ZIP: _____
Phone: - - - - -	Fax: - - - - -
E-mail: _____	
OWNER INFORMATION <input type="checkbox"/> Check here if same as applicant	
Name: _____	
Address: _____	
City: _____	State: _____ ZIP: _____
Phone: - - - - -	Fax: - - - - -
E-mail: _____	
DESCRIPTION OF WORK	
STRUCTURAL DEVELOPMENT (Check all that apply)	
<input type="checkbox"/> Dwelling:	<input type="checkbox"/> New <input type="checkbox"/> Replacement <input type="checkbox"/> Addition <input type="checkbox"/> Remodel
<input type="checkbox"/> Accessory Structure:	<input type="checkbox"/> New <input type="checkbox"/> Replacement <input type="checkbox"/> Addition <input type="checkbox"/> Remodel
<input type="checkbox"/> Demolition	<input type="checkbox"/> Other Structural Development
OTHER DEVELOPMENT ACTIVITIES (Check all that apply)	
<input type="checkbox"/> Mechanical	<input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing
<input type="checkbox"/> Fill / Excavation / Grading (Amount: _____ cu.yds.)	
<input type="checkbox"/> Vegetation / Tree / Debris Removal	
<input type="checkbox"/> Stream Bank Alteration / Stabilization	
<input type="checkbox"/> Fence / Retaining Wall	
<input type="checkbox"/> Other Development Activity (specify) _____	
SUBSTANTIAL IMPROVEMENT / SUBSTANTIAL DAMAGE	
<b>Fill out lines a) and b) only.</b>	
a) Cost to repair structure to pre-damage condition:	\$ _____
b) Cost of <u>all</u> proposed improvements (not repair):	\$ _____
c) Sub-Total:	\$ _____
d) Current Market Value of Structure:	\$ _____
e) Sub-Total ÷ by Market Value x 100:	_____ %
If line e) is 50% or greater, the project is a substantial improvement. Substantial Improvement: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> New Structure	

EXISTING STRUCTURE INFORMATION	
What year was the structure constructed? _____	
OTHER REQUIRED STATE / FEDERAL PERMITS	
Required for proposed work?: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Requiring Agency(ies): _____	
Permit Number(s): _____	
Permit Status (attach a copy of permit): <input type="checkbox"/> Applied <input type="checkbox"/> Approved	
FIRM PANEL INFORMATION	
Community Name: _____	Community No: _____
Panel Number: 41003C _____	Effective Date: <b>June 2, 2011</b>
Flood Zone(s) on the Subject Property: _____	
Flood Zone at Project Site: _____	
Is the Project Site in a Floodway? <input type="checkbox"/> Yes <input type="checkbox"/> No	

DEPARTMENT USE ONLY	
ELEVATION & VENTING INFORMATION (For Structures)	
Base Flood Elevation (BFE): _____	<input type="checkbox"/> NGVD 29 <input type="checkbox"/> NAVD 88
Lowest Floor Elevation: _____	<input type="checkbox"/> NGVD 29 <input type="checkbox"/> NAVD 88
First Habitable Floor Elevation: _____	<input type="checkbox"/> NGVD 29 <input type="checkbox"/> NAVD 88
Enclosed Area Below First Habitable Floor: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Area Enclosed: _____ square feet	
Number of Flood-Specific Vents: _____	
Total Area of Flood-Specific Vents: _____ square inches	
ASSOCIATED PERMIT NUMBERS	
Elevation Certificates: _____	
Building, Mechanical, Plumbing, Electrical Permits: _____	
Land Use Applications: _____	
Other Permits / Applications: _____	
PERMIT ISSUANCE	
Permit No. _____	OK to Issue: <input type="checkbox"/> Yes <input type="checkbox"/> N/A OK to Final: <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Permit No. _____	OK to Issue: <input type="checkbox"/> Yes <input type="checkbox"/> N/A OK to Final: <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Permit No. _____	OK to Issue: <input type="checkbox"/> Yes <input type="checkbox"/> N/A OK to Final: <input type="checkbox"/> Yes <input type="checkbox"/> N/A

Applicant Signature: \_\_\_\_\_