

# SPECIAL FLOOD HAZARD AREA

# PLAN REVIEW CHECKLIST NEW CONSTRUCTION (FBC, B and FBC, R) ZONE A

Building Permit Number:	
Initial & Date	Review Steps [See actual requirements in FBC; descriptions below are intended only to guide review and must not be used to determine compliance with the actual requirements in the FBC.]
	<p>Verify FIRM, flood hazard area/ floodway boundaries, base flood elevations, <u>and</u> map revisions and LOMRs issued by FEMA. Is proposal in the flood hazard area and / or floodway?</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> YES, must comply with flood resistant provisions of the Florida Building Code.</li> <li><input type="checkbox"/> YES, FLOODWAY. All residential structures (including Manufactured Housing units) must comply with ASCE 24.</li> <li><input type="checkbox"/> YES, FLOODWAY. Require engineer's "no rise" analysis and supporting hydraulic data in file before continuing review.</li> <li><input type="checkbox"/> YES, in SFHA without BFEs. Check other sources, use estimating methods, or require applicant to determine. If no evidence of deeper flooding, use 2 ft above grade as BFE.</li> <li><input type="checkbox"/> YES, in SFHA, but applicant has elevation data that shows natural site elevation above DFE. Advise applicant to obtain LOMA and submit copy for the file.</li> <li><input type="checkbox"/> YES, in Coastal A Zone (seaward of LiMWA or if designated by community; use Zone V Checklist if Zone V requirements are applied or if 6<sup>th</sup> Ed. FBC in effect).</li> <li><input type="checkbox"/> YES, in 500-year floodplain. Flood hazard area review not required; flood-resistance encouraged.</li> </ul>
	<p>Site plan shows nature of development proposal, showing to scale the size and location of new construction and existing structures on the site, distances from lot lines, the established street grades and the proposed finished grades and, as applicable, flood hazard areas, floodways, and design flood elevations; and it is drawn in accordance with an accurate boundary line survey.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> YES, continue review.</li> <li><input type="checkbox"/> NO, return to applicant to revise application and site plan.</li> </ul>
	<p>Can the proposed development be modified to avoid the flood hazard area?</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> YES, explain flood hazards and make recommendations to modify proposal to minimize flood hazards and damage potential.</li> <li><input type="checkbox"/> NO, but can impacts be further minimized? Reduce fill? Site on higher ground?</li> </ul>
	<p>Has the applicant provided copies of all necessary State and federal permits, e.g., wetlands?</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> NO, advise applicant which agencies to contact.</li> <li><input type="checkbox"/> YES, require copies for the file.</li> </ul>
	<p>Does the proposed development include installation of manufactured home or recreational vehicle, alteration of a watercourse, filling, grading, excavation, storage of equipment/materials, tank installation, land subdivision or other development activities that are not related to the structure, or structures exempt from the FBC?</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> NO, continue review.</li> <li><input type="checkbox"/> YES, Applicant to complete and submit <i>SFHA Land Development Application</i>. Reviewer to complete <i>SFHA Land Development Checklist</i>.</li> </ul>
	<p>Are new structures proposed to be elevated to the DFE? Give applicant a blank FEMA Elevation Certificate.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> NO – STOP! A permit cannot be issued for non-elevated residential buildings.</li> <li><input type="checkbox"/> NO, non-residential buildings may be dry floodproofed (see design documentation requirements)</li> <li><input type="checkbox"/> YES, on fill. Basements into fill are <u>not</u> allowed.</li> <li><input type="checkbox"/> YES, on piers, pilings, or columns.</li> <li><input type="checkbox"/> YES, on solid foundation walls (see Enclosed areas below DFE).</li> </ul>

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HAZARD AREA**

**PLAN REVIEW CHECKLIST  
NEW CONSTRUCTION  
(FBC, B and FBC, R)  
ZONE A (continued)**

<b>Building Permit Number:</b>	
<b>Initial &amp; Date</b>	<b>Review Steps</b>
	<p>Check the following for utility support systems:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Electrical, mechanical, plumbing, heating / air conditioning components elevated?</li> <li><input type="checkbox"/> Sanitary sewage or on-site septic designed to minimize inflow / discharge under flood conditions?</li> <li><input type="checkbox"/> On-site water supply designed to minimize inflow under flood conditions?</li> <li><input type="checkbox"/> Above-ground tanks are anchored / elevated?</li> <li><input type="checkbox"/> Below-ground tanks are designed to resist flotation?</li> </ul>
	<p>If new, non-residential structure is not elevated, will it be dry floodproofed?</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> YES, non-residential building will be dry floodproofed per ASCE 24, and signed and sealed design documentation is in file.</li> <li><input type="checkbox"/> NO, permit shall not be approved.</li> </ul>
	<p>Enclosed areas below DFE (stairwells, garages, storage areas, crawl spaces, sheds)?</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> NO, continue review.</li> <li><input type="checkbox"/> YES, number, total net open area (or engineered openings) and location of flood openings shown on plan.</li> <li><input type="checkbox"/> YES, plan shows acceptable use (parking, limited storage, and access).</li> <li><input type="checkbox"/> YES, flood damage-resistant materials specified below DFE.</li> <li><input type="checkbox"/> YES, utilities, if any, elevated at / above lowest floor.</li> </ul>
	<ul style="list-style-type: none"> <li><input type="checkbox"/> Record permit in log of flood hazard area permits.</li> <li><input type="checkbox"/> Make sure that all necessary documents are in the file.</li> <li>•</li> <li>•</li> <li>•</li> <li><input type="checkbox"/> Issue Permit and transfer file to Inspections.</li> </ul>

PERMIT APPLICATION REVIEW COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

ISSUE PERMIT approved by: \_\_\_\_\_

DENY PERMIT approved by: \_\_\_\_\_