

Permit No. \_\_\_\_\_

**Village of Buckeye Lake**  
**REQUEST FOR PERMIT TO DEVELOP IN AN IDENTIFIED**  
**FLOOD HAZARD AREA**

The undersigned hereby makes application for a permit to develop in a designated flood hazard area. The work to be performed is designated below and in attachments hereto. The undersigned agrees that all such work shall be done in accordance with the requirements of the Special Purpose Flood Damage Prevention Reduction Ordinance #2007-04 and with all other applicable local, state, and federal laws.

Property Owner(s) \_\_\_\_\_

Mailing Address \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Project Address \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Developer/Builder (if applicable) \_\_\_\_\_

Address \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

I certify that all information I have provided is correct and realize that if the information is found to be false, the permit is void.

\_\_\_\_\_  
Signature of Applicant/Owner

\_\_\_\_\_  
Date

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**Description of Activity** (circle the appropriate category)

*Structural* = any walled and roofed building, manufactured home, or gas or storage tank that is principally above ground in a designated flood hazard area.

*Non-structural* = any other activity within the designated flood hazard area.

**Structural**

**Non-structural**

Note: If the activity is **Structural**, please proceed to Section B.

**A. Non-structural Activities**

Note: For nonstructural applications, aerial photos and topographic maps of the site are required.

1. Kind of activity proposed. (Check appropriate box.)

- Filling     Excavation     Landscaping     Lake/Pond Development   
Driveway     Maintenance     Rip-rap     Agricultural levee   
Bridge replacement     Other  (specify) \_\_\_\_\_

2. How long is the activity projected to take? \_\_\_\_\_  
(Please estimate each activity's time frame.)

The Licking County Soil and Water Conservation District should be contacted for assistance with erosion control and stream maintenance activities (740-349-6920). Depending on the nature of the project, a permit from the Army Corp of Engineers may be necessary, particularly for in-channel activities (304-529-5211).

3. Have you contacted the Army Corp of Engineers?    Yes     No

4. Have you contacted the Soil and Water Conservation District or the Natural Resource Conservation Service?    Yes     No

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**B. Structural Activities**

1. Type of development proposed. (Check appropriate box.)

- New Building     Manufactured Home     Alteration     Repair   
Mining     Dredging     Stream maintenance   
Other  (specify) \_\_\_\_\_

2. Location of development site (include address)

\_\_\_\_\_

\_\_\_\_\_

Deed recorded at Volume \_\_\_\_\_ Page \_\_\_\_\_.

*Note: A copy of the legal description must be included with application.*

3. Type of construction: (Check all that apply)

- New Residential     New nonresidential     Accessory structure   
Addition / Improvement to existing structure     Filling   
Lake/Pond Development     Driveway / Landscaping     Repair existing structure   
Other  (specify) \_\_\_\_\_

4. If the proposed construction is an alteration, addition, repair or improvement to an existing structure, please indicate the cost of the proposed construction \$ \_\_\_\_\_. What is the estimated market value of the existing structure? \$ \_\_\_\_\_.

- 5. Structure(s) will be protected from flooding by:
  - a. Adding fill to construction site
  - b. Piers, pilings, posts (circle)
  - c. Floodproofing (residential / nonresidential)
  - d. Tie downs (mobile homes)
  - e. Other  (specify) \_\_\_\_\_

STRUCTURES PLACED ON A CRAWL SPACE FOUNDATION OR SLAB ON GRADE MUST MEET THE REQUIREMENT LISTED ON THE ATTACHMENT TO THIS PERMIT  
If floodproofing the structure, what floodproofing techniques will be used?

\_\_\_\_\_  
\_\_\_\_\_

**Note: Applicant and/or the agent (engineer, contractor, architect, etc.) shall submit 3 sets of construction plans with the application.**

Additional comments concerning the type of construction:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*I certify that all information I have provided is correct and realize that if the information is found to be false, the request for permit is void.*

\_\_\_\_\_  
Signature of Applicant/Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Builder/Contractor

\_\_\_\_\_  
Date

**\$ 50 Permit Fee is required; make checks payable to LCPC.**

\_\_\_\_\_  
**STAFF ONLY**  
\_\_\_\_\_

**C. Administrative**

- 1. Proposed development:
  - a. Must comply with all applicable flood damage prevention regulation standards
  - b. Is exempt from flood damage prevention regulation standards
- 2. Is the proposed development located in an identified floodway? Yes  No

**Note: If in floodway, a technical evaluation is required for the request to be processed.**

3. Detailed Study required Yes  No

What type of detailed study is required?

- Floodway Study  Erosion/Sediment Controls
- Drainage Study  Flood Elevation Certificate

Completion of Study By \_\_\_\_\_ Date \_\_\_\_\_

4. Elevation of 100-year flood at site: \_\_\_\_\_ feet mean sea level  
 Source of elevation data: \_\_\_\_\_  
 Two foot freeboard elevation: \_\_\_\_\_ feet mean sea level  
 North American Vertical Datum of 1988

**Note: All structures must be built with the lowest horizontal structural member supporting the lowest floor or top of the basement floor elevated two feet above the 100-year base flood elevation, unless a variance has been granted or it is exempt under Subsection 3.9 and/or 4.6 of the Special Purpose Flood Damage Reduction Ordinance #2007-04.**

5. Has the Army Corp of Engineers been contacted? Yes  No   
 Notification – approval necessary? Yes  No   
 Received? Date \_\_\_\_\_

6. Has the SWCD and/or NRCS been contacted? Yes  No

7. Application filing fee paid. Payment date \_\_\_\_\_

8. Application for Request for Permit to Develop in an Identified Flood Hazard Area for the above described development is:

APPROVED  DENIED

STIPULATIONS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Signature of Floodplain Administrator Date

**NOTE: Approval of request for a permit is void after one year from date of issue.**

**IMPORTANT:** For structural activities, a Certificate of Elevation must be completed on finished floor construction **before** occupancy is granted. This requirement is to ensure the structure has been built to the standards approved in this permit request. A floodplain permit will not be issued until the Certificate of Elevation is on file with the Floodplain Administrator (the Mayor or designee).

**APPROVAL**

10. Copies of approved application mailed to:

- Applicant/Owner
- Builder/Contractor
- Building Codes Department
- Health Department
- Township Zoning Inspector

11. If structural, the Certificate of Elevation was received: Date \_\_\_\_\_

- Copies of approved permit mailed to:
- Applicant/Owner
  - Builder/Contractor
  - Building Codes Department
  - Health Department
  - Township Zoning Inspector

**DENIAL**

12. If application is denied, explain:

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13. If the application is denied, the applicant may request a variance from the Special Purpose Flood Damage Reduction Ordinance #2007-04.

Does the applicant wish to request a variance from the Buckeye Lake Board of Zoning Appeals?

- Yes       No

Variance application received by applicant.

\_\_\_\_\_  
Signature of Applicant/Owner

\_\_\_\_\_  
Date

## STANDARD FLOODPLAIN PERMITTING PROCEDURE

1. Applicant must submit duplicate site plans made to scale showing the location, nature, floodplain, boundaries, lot dimensions, existing or proposed structures, location of new benchmark, and the elevations of those structures.

These plans must include:

- a. The elevation in reference to Mean Sea Level of the bottom of the lowest proposed horizontal structural member supporting the floor of a conventional built home, transverse beam supporting a manufactured home placed on a permanent foundation, or top of concrete slab on grade.
  - b. The elevation in reference to Mean Sea Level to which any non-residential structure will be flood proofed.
  - c. If an applicant chooses to flood proof a non-residential structure they shall submit a completed Flood proofing Certificate from an Architect or Professional Engineer to the Licking County Planning Commission (LCPC) with the completed floodplain permit application.
  - d. A permanent benchmark shall be placed on-site in reference to Mean Sea Level and same datum as used on the FIRM by a Licensed Surveyor or Engineer following the survey of the individual parcel prior to permit approval.
2. The Local Floodplain Administrator shall approve the elevation of the slab on grade or the bottom of the lowest horizontal structural member and enclosure openings by signing the Elevation Verification Form that will be attached to the actual building permit located on-site or sent to building codes before construction can proceed.
  3. The applicant or owner shall have a Licensed Engineer, Surveyor, or Architect complete an Elevation Certificate for structures built in areas with Base Flood Elevations and submit to the LCPC prior to receiving final inspection approval by the Licking County Building Codes Department and receiving and occupancy permit.
  4. In Zone A areas or other areas without Base Flood Elevations, an owner or owner representative may complete the proper sections of the Elevation Certificate and submit to the LCPC prior to receiving final inspection approval.
  5. The Elevation Certificate Verification form will be signed by the Local Floodplain Administrator upon receipt of the completed Elevation Certificate and given to the applicant or owner along with the Building Codes. The form shall then be attached to the Building Permit located on-site or sent to Building Codes for review.