



# FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

Community Development – Building Division  
333 Broadalbin Street SW • Albany, OR 97321  
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[permits@cityofalbany.net](mailto:permits@cityofalbany.net)

Permits may be obtained online at:

<http://www.cityofalbany.net/aca>

Job Site Information and Location: (where the work is taking place)

Job Site Address: \_\_\_\_\_

Map/Tax Lot: \_\_\_\_\_

Business Name: (If applicable) \_\_\_\_\_

Zoning: \_\_\_\_\_

**Property Owner:**

Name of Property Owner: \_\_\_\_\_

Owner Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_

**Applicant/Contact Information: (permit owner)**

Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Project Description:**

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

*I hereby certify I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.*

Authorized Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

FEES		
<input type="checkbox"/>	<b>New construction and substantial improvements:</b> Captured via the 5% floodplain plan review surcharge of building permit.	
<input type="checkbox"/>	<b>Commercial Construction:</b> Fee in addition to the 5% surcharge Minor review, one inspection	\$73.00
<input type="checkbox"/>	<b>Placing an RV over 180 days:</b> Minor review, one inspection	\$73.00
<input type="checkbox"/>	<b>Fencing and freestanding walls:</b> Minor review, one inspection	\$73.00
<input type="checkbox"/>	<b>Site plan review in floodplain:</b> Minor review (Pursuant to ADC 6.093(A)(5))	\$73.00
<b>Other reviews not specified, or additional inspections or plan reviews:</b> Based on estimated number of staff hours at \$73.00 per hour (1-hour minimum)		

Office Use Only

Permit #: \_\_\_\_\_

APPLICATION INFORMATION

**Flood Insurance Rate Map Information**

Community Name: \_\_\_\_\_

Community No.: \_\_\_\_\_

Panel Number 41043C: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Flood Zones(s) on the Subject Property: \_\_\_\_\_

Flood Zone at Project Site: \_\_\_\_\_

Is the Base Flood Elevation Known?  Yes /  No

If yes, BFE is \_\_\_\_\_ based on NAVD of 1988

Is this project in the Floodway?  Yes  No

*(Floodway projects are more restrictive)*

**Site Plan**

Site plan is required: drawn to scale, with dimensions and location of proposed development, contour elevations, boundary of special flood hazard and base flood elevation. Elevations shall be based on the NAVD of 1988.

**Elevation Certificate**

Some projects may require an elevation certificate per ADC 6.120.

*Check All That Apply Below*

**New Construction and/or Substantial Improvement**

Residential  Commercial

1) Will the construction be greater than **200 sq ft**?

Yes /  No

(If structure is under 200 sq ft and meets all requirements of ADC 6.122 for accessory structures, no floodplain permit is required.)

2) Is floodproofing proposed?  Yes /  No

3) Existing structure?  Yes /  No

If yes, what year was it constructed? \_\_\_\_\_

4) Is this a substantial improvement?  Yes /  No

a) Current assessed value \$

b) Valuation of current project \$

c) Value of other improvements in the past 10 years \$

If total of b) and c) = 49% or more of a) it is a substantial improvement.

**Placement of an RV over 180 days**

Fully licensed and ready for highway use?

OR

Elevated and anchored per ADC 6.123?

On wheels or jacking system?

Quick-disconnect utilities and security devices?

No permanently attached additions?

**Fencing and/or freestanding walls**

Attach plan that shows flaps or openings per ADC 6.125

Materials used to construct fence or wall:

Height of fence or wall:

**Federal and State Permits**

Are other Federal, State, or local permits required?

Yes  No If yes, attach copy

**NOTICE:**

FLOODPLAIN DEVELOPMENT PERMITS EXPIRE 180 DAYS AFTER ISSUANCE UNLESS THE PERMITTED ACTIVITY HAS BEEN SUBSTANTIALLY BEGUN AND THEREAFTER PURSUED TO COMPLETION.