



FLOODPLAIN DEVELOPMENT BUILDING PERMIT APPLICATION

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cd.customerservice@cityofalbany.net
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Job Site:

Address: _____

Map & Tax Lot: _____

Existing Land Use: _____

Project Description:

Applicant:

Name of Applicant: _____

Business Name: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____

Email: _____

Property Owner:

Check box only if same as applicant

Name of Owner: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____

Email: _____

The undersigned acknowledges that the information in this application is correct and accurate.

Authorized Signature _____

Print Name: _____ Date _____

For Department Use Only:

Floodplain Permit No: _____

Related Building Permit: _____

Related EPSC Permit: _____

Application Fee: _____

Date Paid _____

Required Application Information:

Check All That Apply

- New Structure
- Addition or Modification
- 1- or 2-Family Residential
- Manufactured Home
- Multi-Family Residential
- Commercial
- Accessory Structure
- Placement of RV
- Fencing or Wall
- Other _____

1) Is this an accessory structure less than 200 square feet in size? Yes No

2) Is this an existing structure? Yes No
If yes, what year was it constructed? _____

Is this a substantial improvement? Yes No
If the total of (c) equals 49 percent or more of the value of (d), it is a substantial improvement.

(a) Valuation of current project \$ _____

(b) Value of other improvements within the past 10 years \$ _____

(c) Total value of (a) + (b) \$ _____

(d) Current assessed value \$ _____

3) Is this project in the Floodway Yes No
(If yes, floodplain review may be required per Albany Development Code (ADC) 6.093)

4) Are 50 or more cubic yards of fill, grading, excavation, and/or paving proposed? Yes No
(If yes, floodplain review is required per ADC 6.093)

Required Application Materials:

- Site Plan:** Site plan drawn to scale with dimensions, property boundaries, and adjacent roads; location of existing and proposed development; ground contour elevations and base flood elevation (BFE); location of floodplain, floodway, waterbodies, and natural resource overlays
- Elevation Certificate:** Some projects require an elevation certificate per ADC 6.120
- Building Plans:** Include foundation with venting plan; building elevation showing the ground elevation with foundation and BFE; materials used below BFE; location of utilities and equipment
- Other:** Copy of federal, state, or local permits; and other information as needed to show all requirements of the Floodplain Standards in [Article Six of the Albany Development Code](#) have been met

NOTICE: Floodplain development permits expire 180 days after issuance unless the permitted activity has been substantially begun and thereafter pursued to completion.