



**Fairbanks North Star Borough**  
**Department of Community Planning**  
 907 Terminal Street/P.O. Box 71267  
 Fairbanks, Alaska 99707-1267  
 (907) 459-1260  
 planning@fnsb.gov

For Office Use Only Received By: _____ Date Submitted: _____
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## SPLIT FLOOD ZONE – IN FLOOD ZONE “X” FLOODPLAIN PERMIT APPLICATION

File No. FP \_\_\_\_\_

FEES:  None

Applicant:	Property Owner:
Contact Name:	Name:
Business Name:	Mailing Address:
Mailing Address:	City, State & Zip Code:
City, State & Zip Code:	Phone:
Contact Number:	Cell:
E-mail:	E-mail:

Property Information:		
Parcel Description (i.e. Lot, Block, Subdivision):		
Street Address <b>with</b> City, State & Zip Code:		
Parcel Account Numbers (PAN):	Flood Zone(s): Property: _____ Building Site: _____	<b>Estimated Cost of Project:</b>
BFE:	Datum used for BFE: <input type="checkbox"/> 1929 NGVD <input type="checkbox"/> 1988 NAVD	Was fill added to the property? When? <input type="checkbox"/> Yes <input type="checkbox"/> No Date: _____
Existing Use & Structures:		

Proposed Project / Use: Check boxes for all applicable project elements.
<input type="checkbox"/> NEW STRUCTURE: TYPE: _____ <input type="checkbox"/> NEW DEVELOPMENT: TYPE: _____ <input type="checkbox"/> ACTION TYPE: <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION <input type="checkbox"/> DEMOLITION <input type="checkbox"/> RELOCATION <input type="checkbox"/> SUBSTANTIAL IMPROVEMENT <input type="checkbox"/> CLEARING <input type="checkbox"/> GRADING <input type="checkbox"/> PAVING <input type="checkbox"/> FILL <input type="checkbox"/> EXCAVATION <input type="checkbox"/> OTHER: _____
<i>Description of Proposed Use (please be specific, attach pages if necessary):</i>

I certify that  (I am)  (I am authorized to act for) the owner of the property. I certify that the information included in this application is to the best of my knowledge true and complete. I can be notified of the decision at the above  (email)  (address).

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**By signing this application, the land owner or agent hereby grants the FNSB the right to enter onto the above described location to inspect the work proposed, in progress, and/or work completed.**

**PLEASE READ AND INITIAL:**

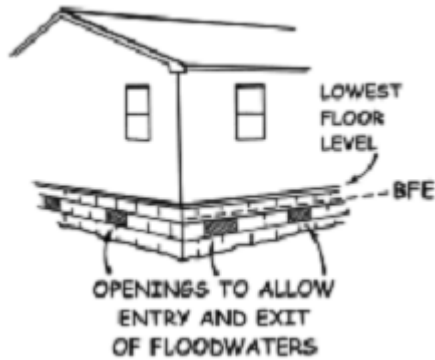
\_\_\_\_\_ I certify that I have received all necessary permits (if applicable) from those governmental agencies from which approval is required by federal or state law, including but not limited to Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 USC 1344 (wetlands regulations), Fish & Habitat Permit, DEC Permit, etc.

**SITE DETAILS**

Please fill in this form to accommodate the floodplain permit application.

**TYPE OF CONSTRUCTION**  
**(Please check the box for how the structure is being constructed.)**

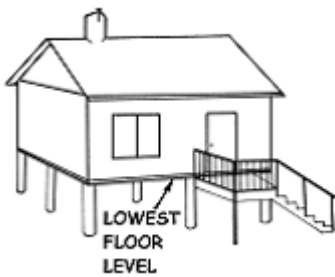
Elevation Certificate Diagram Number (see Appendix B, EC Diagrams): \_\_\_\_\_



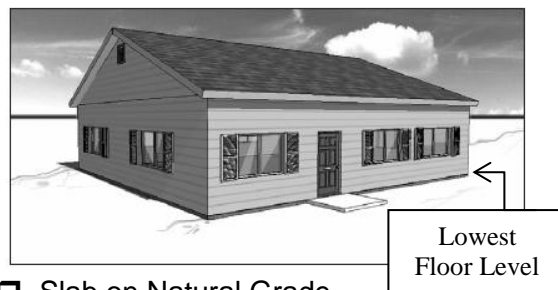
Foundation Stem Walls



Fill



Piers, Piles and Posts



Slab on Natural Grade

Other (please submit drawing and describe): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

For Internal Use Only:

<b>Completed Application:</b> <input type="checkbox"/> Application <input type="checkbox"/> Site Plan	<b>Completed Application Date:</b>	<b>Development in SFHA:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Development in Regulatory Floodway:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Substantial Improvement/Damage:</b> <input type="checkbox"/> Project Cost \$ _____ <input type="checkbox"/> Market Value \$ _____ <input type="checkbox"/> Previous Cost \$ _____ <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Fill added in SFHA:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No When:	<b>Permit Issued Date:</b>	<b>Certificate of Compliance:</b>

**Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.**

## ***SUBMITTAL REQUIREMENTS/CHECKLIST (all elevations in relations to Mean Sea Level (MSL))***

### **ALL DEVELOPMENTS**

- Site plan drawn to scale showing the nature, **location, dimensions, and elevation** (1929 NGVD or 1988 NAVD) of the property located within the floodplain, existing or proposed structures, adjacent roads, lot dimensions, location of special flood hazard area, locations of proposed fill, location of storage of materials including fuel, location of drainage facilities, and water bodies. **Elevations used for the site plan shall use the same vertical datum for the Elevation Certificate.**
  - Lot dimensions
  - Location of adjacent roads with road names
  - Show flood zone boundaries (floodway and flood fringe) with source (name of water body i.e. Chena River)
  - Location of existing/proposed buildings
  - Location of existing/proposed septic tanks and drain fields
  - Location of outside in-ground or above-ground tanks (fuel, propane, water, etc.)
  - Base Flood Elevation (BFE) with elevation datum indicated
  - Location of placement of earthen fill and dimensions
  - Location of storage of materials with dimensions of area
  - Location of drainage facilities and drainage pathways
  - Show elevation contours

# Site Plan Requirements and Example

## A SITE PLAN IS AN ACCURATE AND DETAILED MAP OF YOUR PROPERTY:

It shows the size, shape, location and special features of your property; and the size location of any buildings or other improvements to the property. Site plans show what currently exists on your property, and any changes or improvements you are proposing to make.

## A SITE PLAN MUST CONTAIN THE FOLLOWING INFORMATION:

1. Legal description of the parcel, north arrow and scale
2. All property lines and their dimensions
3. Names of adjacent roads, location of driveways
4. Location of sloughs, rivers, lakes with setbacks indicated.
5. Location, size, shape of all buildings, existing and proposed, with elevation of lowest floor indicated.  
For structures proposed in the floodplain, crawlspace grade is considered a "floor elevation"
6. Location and dimensions of existing or proposed on-site sewage systems.
7. Location of all propane tanks, fuel tanks or other liquid storage tanks.
8. Dimensions and depth of any fill on site.
9. A survey showing the **existing ground elevations/natural adjacent grade (NAG)** at location of building site(s).
10. Location of Special Flood Hazard Area with Flood Zone designation.
11. Location of storage of materials with dimensions of area and fencing if applicable.
12. Show elevation contours.
13. Location of drainage facilities and drainage pathways.

**ELEVATION NOTE:** All vertical datum will reference either NGVD 29 or NAVD 88. Assumed datum will not be acceptable unless the property is located in an area where vertical datum has not been published. For those areas where vertical datum has not been established, a site plan with contours, elevations using assumed datum, high water marks and existing water levels of sloughs, rivers, lakes or streams and proposed lowest floor elevations is required.

