



DSF-254

FLOODPLAIN PERMIT QUICK REFERENCE LIST OF REQUIREMENTS FOR RESIDENTIAL AND NON-RESIDENTIAL DEVELOPMENT

The following is a **Quick Reference List of the main requirements** of the Federal Emergency Management Agency (FEMA) for residential and non-residential development within the 1% annual chance floodplain (100-year flood hazard zone). A more comprehensive listing of requirements is available in Development & Inspection Services' DSF-255 information package, and in **Title 44 - Emergency Management and Assistance, Chapter 1, Parts 59, 60, 65, and 70**, and in the **County of Ventura's Floodplain Management Ordinance 3841**. It is the responsibility of your California-registered Civil Engineer or Architect to ensure that all applicable requirements of the National Floodplain Insurance Program (NFIP) are adequately addressed in your construction plans.

Please note that 'development' includes buildings, structures, grading, placement or excavation of fill, dredging, paving, mining, drilling, and storage of equipment and materials.

Please note that development is not permitted in the floodway of any watercourse.

NEW RESIDENTIAL DEVELOPMENT

- Floodplain Development Permit** for a fixed fee and fee deposit for an **Elevation Certificate** (see the "**Fee for Floodplain Management Services**" sheet for the current fees).
- Zoning Clearance from the County Planning Department; stamped on the submitted building plans.
- Clearance from the Watershed Protection District, if there is a 'Redline' watercourse or a 'Blueline' watercourse on or adjacent to the subject property (addresses channel and bank protection from proposed development).
- Submission of one (1) complete set of construction drawings for plan check.
- Determine the Base Flood Elevation (BFE) per 1988 NAVD.
- Bottom of all electrical, mechanical, plumbing, ventilation, heating, and air conditioning unit equipment and servicing to be elevated, at a minimum, at or above the Base Flood Elevation (BFE) per 1988 NAVD plus one-foot freeboard per the County Floodplain Management Ordinance.
- Flood vent openings, as per FEMA standards.
- All structural walls, building components, and materials located below the Base Flood Elevation (BFE) plus one-foot freeboard, need to be resistant to flood water damage, as per FEMA standards.
- Flood force requirements for crawlspace and basement walls to address hydrostatic and hydrodynamic pressure.
- Structural foundation, water and propane tanks, septic systems, and stairways are to be adequately anchored to prevent lateral movement, floatation, and buoyancy.
- New and replacement water and septic systems are to be designed to prevent infiltration of floodwaters and discharge into floodwaters.

- (For properties located outside of alluvial fan floodplains that wish to be removed from the floodplain designation): Submission of a Conditional Letter of Map Revision Based on Fill (CLOMR-F), a follow-up LOMR-F, and FIRM map change processing fees to FEMA. FEMA approvals are required before an Occupancy Permit can be issued by the County.
- For properties located within alluvial fan floodplains and other 'AO' zones: the top of the finished floor needs to be a minimum elevation of one-foot above the Highest Adjacent Natural Grade (HAG) to the structure and designed to withstand calculated water and debris flows under the 100-year flood event. If structural/ engineered fill is proposed, the pad should extend a minimum of 10 feet beyond all walls, side slopes not to exceed 2:1 on average, slopes to be armored to withstand debris impact and prevent erosion and scouring, compaction in lifts and to a minimum 90% compaction, pad and building design to address flow velocities, erosion and deposition, a grading permit and a drainage analysis will be required, and no alteration to the historical drainage patterns on the property.
- FEMA Elevation Certificate (Form 81-31) at specific construction phases.
- FEMA Floodproofing Certificate (Form 81-65).

**BUILDING ADDITION/ REMODELING/ REHABILITATION
TO AN EXISTING RESIDENTIAL STRUCTURE
DEFINED AS A "50% SUBSTANTIAL IMPROVEMENT/REPAIR"**

- Floodplain Permit fixed fee (See the "**Fee for Floodplain Management Services**" sheet for the current fees).
- Zoning Clearance from County Planning; stamped on the submitted building plans.
- Clearance from the Watershed Protection District, if there is a 'Redline' watercourse or a 'Blueline' watercourse on or adjacent to the subject property (addresses channel and bank protection from proposed development).
- Submission of one (1) complete set of construction drawings for plan check.
- Determine the Base Flood Elevation (BFE) per 1988 NAVD.
- Submission of a Residential Appraisal Report (no more than one-year old). The Appraisal should **not** include the value of the land/property, detached garage, or any other structure on the subject lands that is physically detached from the existing dwelling. All attached structures to the dwelling such as a garage, porch, etc. should be included in the Appraisal.
- Contractor's Cost Estimate Proposal for all proposed development, as per FEMA specifications (materials, labor, overhead, profit, built-ins, etc.).
- If the Contractor's Cost Estimate Proposal is less than 50% of the Residential Appraisal Report value, the proposed development will not be subject to FEMA and County Floodplain Management Ordinance construction requirements. Elevation Certificates and the associated fee deposit will not be required.
- If the Contractor's Cost Estimate Proposal is equal to or greater than 50% of the Residential Appraisal Report value, this is defined by FEMA as a "50% Substantial Improvement/ Repair". In this case, the proposed development, and *potentially* the entire existing dwelling, will require a Floodplain Permit and be subject to all applicable FEMA and County Floodplain Management Ordinance construction requirements. In addition, FEMA Elevation Certificates and a deposit fee will be required.

NEW NON-RESIDENTIAL DEVELOPMENT

- Floodplain Permit fixed fee and a fee deposit for an Elevation Certificate (See the “**Fee for Floodplain Management Services**” sheet for the current fees).
- Zoning Clearance from County Planning; stamped on the submitted building plans.
- Clearance from the Watershed Protection District, if there is a ‘Redline’ watercourse or a ‘Blueline’ watercourse on or adjacent to the subject property (addresses channel and bank protection from proposed development).
- Submission of one (1) complete set of construction drawings for plan check.
- Determine the Base Flood Elevation (BFE) per 1988 NAVD.

- FOR STRUCTURES THAT WILL BE PHYSICALLY ATTACHED TO A DWELLING:**
- Bottom of all electrical, mechanical, plumbing, ventilation, heating, and air conditioning equipment and servicing to be elevated, at a minimum, at or above the Base Flood Elevation (BFE) per 1988 NAVD plus one-foot freeboard.
- Flood vent openings, as per FEMA standards.
- All structural walls, building components, and finishing materials both inside and outside the structure that are located below the Base Flood Elevation (BFE) plus one-foot freeboard, need to be resistant to flood water damage, as per FEMA standards.
- Structural foundation, water and propane tanks, septic systems, and stairways are to be adequately anchored to prevent lateral movement, floatation, and buoyancy.

- FOR STRUCTURES THAT WILL NOT BE PHYSICALLY ATTACHED TO A DWELLING:**
- Top of concrete slab of the structure needs to be elevated to a minimum of the Base Flood Elevation (BFE) plus one-foot freeboard.
- Structural foundation, water and propane tanks, septic systems, and stairways are to be adequately anchored to prevent lateral movement, floatation, and buoyancy.
- Bottom of all electrical, mechanical, plumbing, ventilation, heating, and air conditioning equipment and servicing to be elevated, at a minimum, at or above the Base Flood Elevation (BFE) per 1988 NAVD plus one-foot freeboard.
- All structural walls, building components, finishing materials, both inside and outside the structure that are located below the Base Flood Elevation (BFE) plus one-foot freeboard, need to be resistant to flood water damage, as per FEMA standards.
- New and replacement water and septic systems are to be designed to prevent infiltration of floodwaters and discharge into floodwaters.
- (For properties located outside of alluvial fan floodplains that wish to be removed from the floodplain designation): Submission of a Conditional Letter of Map Revision Based on Fill (CLOMR-F), a follow-up LOMR-F, and FIRM map change processing fees to FEMA. FEMA approvals are required before an Occupancy Permit can be issued by the County.

- For properties located within alluvial fan floodplains and other 'AO' zones: the top of the finished floor needs to be a minimum elevation of one foot above the Highest Adjacent Natural Grade (HAG) to the structure and designed to withstand calculated water and debris flows under the 100-year flood event. If structural/ engineered fill is proposed, the pad should extend a minimum of 10 feet beyond all walls, side slopes not to exceed 2:1 on average, slopes to be armored to withstand debris impact and prevent erosion and scouring, compaction in lifts and to a minimum 90% compaction, pad and building design to address flow velocities, erosion and deposition, a grading permit and a drainage analysis will be required, and no alteration to the historical drainage patterns on the property.
- FEMA Elevation Certificate (Form 81-31) at specific construction phases.
- FEMA Floodproofing Certificate (Form 81-65).

**BUILDING ADDITION/ REMODELING/ REHABILITATION
TO AN EXISTING NON-RESIDENTIAL STRUCTURE
DEFINED AS A "50% SUBSTANTIAL IMPROVEMENT/REPAIR"**

- Floodplain Permit fixed fee (see the "**Fee for Floodplain Management Services**" sheet for the current fees).
- Zoning Clearance from County Planning; stamped on the submitted building plans.
- Clearance from the Watershed Protection District, if there is a 'Redline' watercourse or a 'Blueline' watercourse on or adjacent to the subject property (addresses channel and bank protection from proposed development).
- Submission of one (1) complete set of construction drawings for plan check.
- Determine the Base Flood Elevation (BFE) per 1988 NAVD.
- Submission of a Non-Residential Appraisal Report (no more than one-year old). The Appraisal should **not** include the value of the land/property or any other structure on the subject lands that is physically detached from the existing non-residential structure. All structures attached to the garage should be included in the Appraisal.
- Contractor's Cost Estimate Proposal for all proposed development, as per FEMA specifications (materials, labor, overhead, profit, built-ins, etc.).
- If the Contractor's Cost Estimate Proposal is less than 50% of the Non-Residential Appraisal Report value, the proposed development will not be subject to FEMA and County Floodplain Management Ordinance construction requirements. Elevation Certificates and the associated fee deposit will not be required.
- If the Contractor's Cost Estimate Proposal is equal to or greater than 50% of the Non-Residential Appraisal Report value, this is defined by FEMA as a "50% Substantial Improvement/ Repair". In this case, the proposed development, and *potentially* any attached residential structure, will require a Floodplain Permit and be subject to all applicable FEMA and County Floodplain Management Ordinance construction requirements. In addition, FEMA Elevation Certificates and a deposit fee will be required (See the "**Fee for Floodplain Management Services**" sheet for current fees).