

# Floodplain Permit

Village of Richfield, Wisconsin  
Version: May 21, 2018



**Overview:** Development in the 100-year floodplain, which covers about 13 percent of the Village, is subject to additional development standards to ensure that development is compatible with floodplain management objectives.

**Instructions:** Given the many requirements and nuances in the floodplain regulations, please contact the zoning administrator to set up a time to review your project and your application.

## 1. Applicant information

Applicant name \_\_\_\_\_

Street address \_\_\_\_\_

City, state, zip code \_\_\_\_\_

Daytime telephone number \_\_\_\_\_

Email \_\_\_\_\_

## 2. Agent contact information.

Include the names of those agents, if any, that helped prepare this application including the supplemental information. Agents may include surveyors, engineers, architects, and attorneys.

### Agent 1

### Agent 2

Name \_\_\_\_\_

Company \_\_\_\_\_

Street address \_\_\_\_\_

City, state, zip code \_\_\_\_\_

Daytime telephone number \_\_\_\_\_

Email \_\_\_\_\_

## 3. Subject property information

Physical address \_\_\_\_\_

Parcel number V10- \_\_\_\_\_

Note: The parcel number can be found on the tax bill for the property or it may be obtained from the Village Clerk.

## 4. General description of proposed project

(e.g., single-family home (1,800 square feet of living area), attached garage (450 square feet), patio (240 square feet), and attached deck (320 square feet)).

## 5. Existing buildings on the subject property?

- No  
 Yes

If yes, provide the information listed below for each building AND depict on the site plan.

	General Description	Current Use	Year Constructed [1]	Total Floor Area in Square Feet [2]
Building 1	_____	_____	_____	_____
Building 2	_____	_____	_____	_____

**Building 3****Building 4**

## Notes:

1. If the year of construction is not known, provide an approximate year or a time period (e.g., 1930-1940).
2. The size of the building is measured from outside wall to outside wall.

**6. Proposed development** (check all that apply, but note that some of these uses are not permitted in the floodway district)

	Floodfringe	Floodway
<input type="checkbox"/> New building – industrial	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> New building – commercial	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> New building – institutional	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> New building – residential	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> New building – detached building	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Elevate existing building (for flood proofing)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Addition to existing building [1]	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Alterations to existing building [1]	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Repair existing building due to natural storm event	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Outdoor swimming pool	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Deck	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Patio	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Fence	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Walkways and paths	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Driveway and related parking area	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Boathouse [2]	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Boat dock [2]	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Beach, new [3]	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Beach, re-establish [3]	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Rip rap [3]	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Seawall [3]	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Fill	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Retaining wall	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Campground	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Bridge or public utilities	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Road	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Parking lot	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Fish habitat	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Relocation of existing stream channel	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other: _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other: _____	<input type="checkbox"/>	<input type="checkbox"/>

## Notes:

1. Modifications, alterations, reconstruction or improvement of any kind to an existing building may be limited so as not to exceed established thresholds.
2. These projects are also subject to the review and approval of the Wisconsin Department of Natural Resources.
3. Any fill placed below the ordinary high-water mark is subject to the review and approval of the Wisconsin Department of Natural Resources.

7. **Project cost for modifications, alterations, reconstruction or improvement of any kind to an existing building:** The project cost includes all materials and related costs and labor (even if supplied by the owner). The zoning administrator may require an estimate from a qualified contractor to verify information provided.

\$ \_\_\_\_\_

8. **Onsite utilities** (check all that apply)

	<b>New</b>	<b>Existing</b>
Electric service, underground	<input type="checkbox"/>	<input type="checkbox"/>
Electric service, overhead	<input type="checkbox"/>	<input type="checkbox"/>
Private well	<input type="checkbox"/>	<input type="checkbox"/>
Conventional septic system	<input type="checkbox"/>	<input type="checkbox"/>
Other septic system	<input type="checkbox"/>	<input type="checkbox"/>
Holding tank	<input type="checkbox"/>	<input type="checkbox"/>

9. **Details for new construction and additions**

For new construction and additions to an existing building, provide a full set of construction plans and at least two perpendicular cross-sections through the building that show the following:

1. The existing and proposed grade.
2. 100-year flood elevation at the center of the building based on information from the Flood Insurance Study (FIS).
3. First floor (must be at least 2 feet above the 100-year flood elevation)
4. The crawl space and/or basement floor (must be at or above the 100-year flood elevation)
5. 15 feet of fill extending around the perimeter of the building including the attached garage, if any, that is 1 foot or more above the 100-year flood elevation.

10. **Work within 35 feet of the shore (ordinary high-water mark)**

Does the project involve removing any woody vegetation within 35 feet of the ordinary high-water mark?

- No  
 Yes

If yes, please describe the work to be done.

11. **Grading plan.** Submit a grading plan if the grade of the subject property is going to be modified. The plan should clearly identify drainage patterns and calculations for cuts and fill.

12. **Project map.** Attach a site plan or a plat of survey with this information as appropriate to the project. It can consist of a single page or multiple pages depending on the complexity of the features that need to be depicted.

**Project Information**

- Project name
- Applicant name
- Preparation date
- North arrow and graphic scale
- Address of subject property or legal description
- Property boundaries

**Required Setbacks**

- Yard setbacks (front, side, rear and shore)
- On-site septic systems (conventional and holding tanks)
- On-site wells and off-site wells within 10 feet of the perimeter of the subject property

**Site Features – Existing**

- Ordinary high-water mark
- Floodplain boundaries, floodfringe and floodway

**Site Features (existing and proposed)**

- Buildings
- Outdoor storage/activity areas
- Ground contours
- Wetlands
- Woodlands
- Wildlife habitat, including critical wildlife habitat
- Environmentally sensitive features
- Water resources (rivers, ponds, etc.)
- Environmental and manmade development constraints and hazards including brownfields, contaminated sites, unstable soils, high groundwater, bedrock, and high-pressure natural gas lines
- Easements/rights-of-ways (location, width, purpose, ownership)
- Fences, buffers, and berms
- Streets and driveways
- Drainage patterns on subject property and adjoining properties depicted with arrows
- Downspouts on buildings, and all water discharge points
- Rain gardens

**13. Attachments.** List any attachments included with your application.

**14. Other information.** You may provide any other information you feel is relevant to the review of your application.

**15. Applicant certification**

- I certify that all of the information in this application, along with any attachments, is true and correct to the best of my knowledge and belief.
- I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of this application and related materials or view it online.
- I understand that compliance with any applicable floodplain development standards does not remove my property from the floodplain.
- The flood protection standards contained in the village's floodplain management ordinance are based on engineering experience and scientific research. Larger floods may occur or the flood height may be increased by manmade or natural causes. If this application is approved, such approval does not imply or guarantee that non-floodplain areas or permitted floodplain uses will be free from flooding and flood damages. In addition, an approval does not create liability on the part of, or a cause of action against, the village or any officer, employee, or agent thereof for any flood damage that may result from reliance on this decision.
- I understand that the Village may request additional information depending on the nature of my project.

Property Owner(s):

\_\_\_\_\_

Name – print

\_\_\_\_\_

Name – Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Name – print

\_\_\_\_\_

Name – Signature

\_\_\_\_\_

Date