

Borough of Tunkhannock  
Floodplain Permit Application

1. Name and address of applicant. \_\_\_\_\_  
\_\_\_\_\_
2. Name and address of owner of land on which proposed construction is to occur. \_\_\_\_\_  
\_\_\_\_\_
3. Name and address of contractor. \_\_\_\_\_  
\_\_\_\_\_
4. Site location including address. \_\_\_\_\_  
\_\_\_\_\_
5. Listing of other permits required. \_\_\_\_\_  
\_\_\_\_\_
6. Brief description of proposed work and estimated cost, including a breakout of the flood-related cost and the market value of the building before the flood damage occurred. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Plan of the site showing the exact size and location of the proposed construction, as well as, any existing buildings or structures (attach additional sheets).

9. If any proposed construction or development is located entirely or partially within any identified floodplain area, applicants for Floodplain Permits shall provide all the necessary information in sufficient detail and clarity to enable the Floodplain Permit Officer to determine that:
  - (a) all such proposals are consistent with the need to minimize flood damage and conform with the requirements of this and all other applicable codes and ordinances;
  - (b) all utilities and facilities, such as sewer, gas, electrical and water systems are located and constructed to minimize or eliminate flood damage; and
  - (c) adequate drainage is provided so as to reduce exposure to flood hazards.
10. Applicants shall file the following minimum information plus any other pertinent information as may be required by the Floodplain Permit Officer to make the above determination:
  1. A completed Floodplain Permit Application Form.
  2. A plan of the entire site, clearly and legibly drawn at a scale of one (1) inch being equal to one hundred (100) feet or less, showing the following:
    - a. north arrow, scale, and date;
    - b. topographic contour lines, if available;
    - c. all property and lot lines including dimensions, and the size of the site expressed in acres or square feet;
    - d. the location of all existing and proposed buildings, structures, and other improvements, including the location of any existing or proposed subdivision and land development;
    - e. the location of all existing streets, drives, and other access ways; and
    - f. the location of any existing bodies of water or watercourses, identified floodplain areas, and, if available, information pertaining to the floodway, and the flow of water including direction and velocities.
  3. Plans of all proposed buildings, structures and other improvements, drawn at suitable scale showing the following:
    - a. the proposed lowest floor elevation of any proposed building based upon North American Vertical Datum of 1988;
    - b. the elevation of the one hundred (100) year flood;
    - c. if available, information concerning flood depths, pressures, velocities, impact and uplift forces and other factors associated with a one hundred (100) year flood; and
    - d. detailed information concerning any proposed floodproofing measures.
    - e. supplemental information as may be necessary under 34 PA Code, Chapter 401-405 as amended, and Sec.1612.5.1, Section 104.7 and 109.3 of the 2003 IBC and Section R106.1.3 and R104.7 of the 2003 IRC.
  4. The following data and documentation:
    - a. documentation, certified by a registered professional engineer or architect, to show that the cumulative effect of any proposed development within an FE (Special Floodplain Area), when combined with all other existing and anticipated development, will not increase the elevation of the one hundred (100) year flood more than one (1) foot at any point.
    - b. a document, certified by a registered professional engineer or architect, which states that the proposed construction or development has been adequately designed to withstand the pressures, velocities, impact and uplift forces associated with the one hundred (100) year flood.  
Such statement shall include a description of the type and extent of flood proofing measures which have been incorporated into the design of the structure and/or the development.
    - c. detailed information needed to determine compliance with Section 4.03 F., Storage, and Section 4.04, Development Which May Endanger Human Life, of Tunkhannock Borough Ordinance # \_\_\_\_\_, entitled, "AN ORDINANCE REQUIRING ALL PERSONS, PARTNERSHIPS, BUSINESSES, AND CORPORATIONS TO OBTAIN A FLOODPLAIN PERMIT FOR ANY CONSTRUCTION OR DEVELOPMENT; PROVIDING FOR THE ISSUANCE OF SUCH FLOODPLAIN PERMITS; SETTING FORTH CERTAIN MINIMUM REQUIREMENTS FOR NEW CONSTRUCTION AND DEVELOPMENT WITHIN AREAS OF THE BOROUGH WHICH ARE SUBJECT TO FLOODING; PROVIDING FOR FEES,

CHARGES AND EXPENSES AND ESTABLISHING PENALTIES FOR ANY PERSONS WHO FAIL, OR REFUSE TO COMPLY WITH, THE REQUIREMENTS OR PROVISIONS OF THIS ORDINANCE" (hereinafter, "Floodplain Ordinance") including:

- i) the amount, location and purpose of any materials or substances referred to in Sections 4.03 F. and 4.04 of the Floodplain Ordinance which are intended to be used, produced, stored or otherwise maintained on site.
- ii) a description of the safeguards incorporated into the design of the proposed structure to prevent leaks or spills of the dangerous materials or substances listed in Section 4.04 of the Floodplain Ordinance during a one hundred (100) year flood.
- d. the appropriate component of the Department of Environmental Protection's "Planning Module for Land Development."
- e. where any excavation or grading is proposed, a plan meeting the requirements of the Department of Environmental Protection, to implement and maintain erosion and sedimentation control.

THE APPLICANT SHALL PAY A FEE TO THE BOROUGH IN AN AMOUNT SUFFICIENT TO COVER ALL COSTS INCURRED BY THE BOROUGH ASSOCIATED WITH THE PROCESSING AND REVIEW OF ALL APPLICATIONS, PLANS AND DOCUMENTS AND ALL REVISIONS THERETO, THE ISSUANCE OF PERMITS, APPEAL PROCEEDINGS, AND OTHER MATTERS PERTAINING TO THE FLOODPLAIN ORDINANCE. SUCH COST MAY INCLUDE, BUT NOT BE LIMITED TO, BOROUGH ADMINISTRATIVE COSTS AND THE REASONABLE AND NECESSARY CHARGES BY THE BOROUGH'S PROFESSIONAL CONSULTANTS. PROFESSIONAL CONSULTANTS, SHALL INCLUDE, BUT SHALL NOT BE LIMITED TO, ARCHITECTS, ATTORNEYS, BUILDING CODE OFFICIALS, ENGINEERS, GEOLOGISTS, LAND SURVEYORS, LANDSCAPE ARCHITECTS, AND PLANNERS.

IF THE REVIEW FEES COLLECTED AT THE TIME OF APPLICATION ARE NOT SUFFICIENT TO COVER THE COST OF ENGINEERING SERVICES AND OTHER RELATED PROFESSIONAL CONSULTING SERVICES INCURRED BY THE BOROUGH, AN ADDITIONAL FEE SHALL BE COLLECTED FROM THE APPLICANT PRIOR TO ANY ACTION ON THE PLAN. IF AFTER BOROUGH ACTION ON THE PLAN, ANY REVIEW FEES REMAIN, THERE SHALL BE A REFUND MADE TO THE APPLICANT OF THE BALANCE WITHIN THIRTY (30) DAYS OF ACTION ON THE PLAN.

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

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Space Below for Floodplain Permit Officer

Date Received: \_\_\_\_\_

Fees: \_\_\_\_\_

Property in Floodplain: (Y) (N)

[ ] Permit Issued \_\_\_\_/\_\_\_\_/\_\_\_\_

[ ] Permit Denial Sent \_\_\_\_/\_\_\_\_/\_\_\_\_

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

\_\_\_\_\_  
Signature of Floodplain Permit Officer