



City of Berlin

Department of Planning and Development

108 North Capron St • P.O. Box 272 • Berlin, Wisconsin 54923-0272

(920) 361-5400 • Fax: (920) 361-5454

Floodplain- Land Use Permit Application

A land use permit shall be obtained before any new development; repair, modification or addition to an existing structure; or change in the use of a building or structure, including sewer and water facilities, may be initiated.

Items required to be submitted with application:

- **Site Development Plans- A site plan drawn to scale is required to be submitted with the permit application form and must contain the following:**
 The Location, dimensions, area and elevation of the property;
 The location of the ordinary highwater mark of any abutting navigable waterways;
 The location of any structures with distances measured from the lot lines and street center lines;
 The location of any existing or proposed on-site sewage systems or private water supply systems;
 The location and elevation of existing or future access roads;
 The location of floodplain and floodway limits as determined from the official floodplain zoning maps;
 The elevation of the lowest floor of proposed buildings and any fill using the vertical datum from the adopted study - either National Geodetic Vertical Datum (NGVD) or North American Vertical Datum (NAVD);
 Data sufficient to determine the regional flood elevation in NGVD or NAVD at the location of the development and to determine whether or not the requirements of division 3 or 4 are met; and Data to determine if the proposed development will cause an obstruction to flow or an increase in regional flood height or discharge according to section 82-871. This may include any of the information noted in subsection 82-883(1).

 Plans shall include scaled drawings of existing topography of the area and proposed final grades of development. All topographical information shall be in NAVD 1988 and be referenced to a known benchmark. The plan shall show all existing and proposed building footprints and elevations of lowest floor elevations. The plans shall include dimensions of ditches, culverts, or other structures existing or proposed. All plans shall be stamped and signed by a professional engineer or architect.
- **Engineering Analysis**
 The analysis shall include calculations or modeling that shows that the development will not obstruct flow or will not increase the floodwater elevation 0.01 of a foot or more. All calculations shall be stamped and signed by a professional engineer or architect.

Legal description, proposed use, and whether it is new construction or a modification;
 Owners Name _____

 Address _____
 Phone _____
 Email _____

Contractor's Name _____
 Address _____
 Phone _____
 Email _____

Applicant's Name (If Different from Owner):

 Address _____
 Phone _____
 Email _____



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Tax Identification Number: _____

Legal Description: _____

Property Address: _____

FEMA Panel Map: _____

Floodplain District: _____

Flood Elevation: _____

Scope of work: (Describe development in detail) _____

I authorize that I am the owner or have permission to act on behalf of the owner of the property. All work will be done as stated on the certified plan by a Professional Engineer or Registered Architect and will be in compliance of the Floodplain Zoning ordinance of the City of Berlin. Any work done outside the approved scope of work can result in the revocation of the floodplain permit and may result in corrective measures being imposed.

Submitted By: _____

Date: _____

FLOOD INSURANCE- Disclaimer

Please be advised that if you have a mortgage, your lender will require that you purchase flood insurance. It is important that you understand that meeting the floodplain permit requirements is intended to help protect life, health and property, but does not remove the structure from the floodplain or flood insurance requirements.

Meeting the standards of this land use permit alone does not make this property eligible for an exemption to flood insurance and a Letter of Map Change or Letter of Map Amendment may need to be obtained from FEMA for specific uses to be constructed. Likewise, this permit is not a substitute for required Building Permits, Zoning Permits, or Site Plan approval.



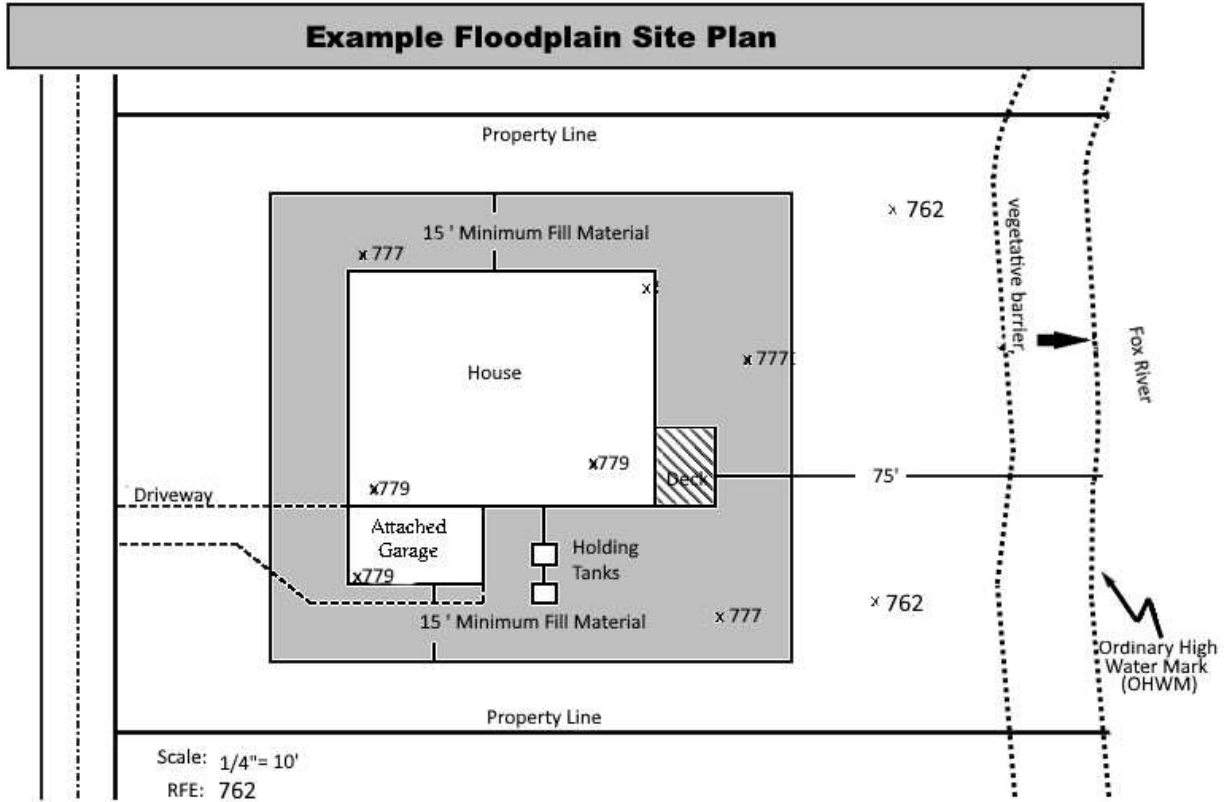
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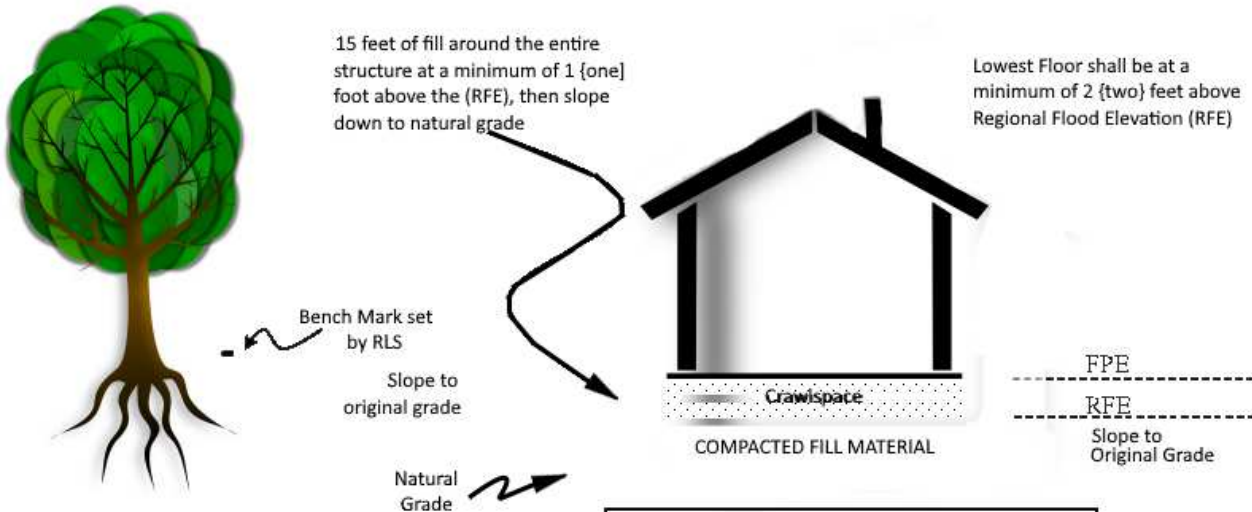
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Cross Section of Floodproofed Home on Fill

Regional Flood: A Flood with a one percent chance of being equaled or exceeded in any given year- refer to the BFE per the FIRM.
Regional Flood Elevation (RFE): the elevation determined to be representative of large floods known to have occurred in Wisconsin or which may be expected to occur on a particular lake, river, or stream at a frequency of 1% during any given year.
Flood Protection Elevation (FPE): An elevation of two feet of freeboard above the water surface profile elevation designated for RFE.



Slab Constructed foundations at FPE or Above.
 **Dry floodproofed crawlspace construction requires certified plans by professional engineer or registered