

**PINE COUNTY - TOWNSHIP
SUPPLEMENTAL FLOOD PLAIN PERMIT REVIEW FORM**

Section A. Property Information

Landowner / Authorized Agent: _____

Site Address: _____

Section ____ Twp ____ Range ____

Section B. Floodplain Review

1. Is the property in a floodplain? (Refer to Section C. to make this determination and circle YES, NO, or TOO CLOSE/NOT SURE)

YES NO TOO CLOSE/NOT SURE

If “Yes” or “Too Close/Not Sure”, please list the Federal Emergency Management Authority (FEMA) floodplain panel map # below and direct the property owner/agent to Pine County Planning & Zoning (320-216-4219) for Floodplain review with this form and all related site construction plans. **PLEASE NOTE:** In Floodplain areas, the lowest floor of structures must be at or above the Registered Flood Plain Elevation (RFPE). If an approved RFPE is not documented by FEMA, the lowest floor must be one foot (1’) above the 100-year flood elevation or 3 feet above the highest known water level. Engineered building, grading, filling, or other site design may be required *if* a permit can be issued (*permits cannot be issued in a Floodway*). A RFPE benchmark established by a registered surveyor or licensed engineer may also be required in order to make specific building elevation determinations *before* granting a permit. Construction cannot commence until requirements of the Floodplain Ordinance have been met.

If “No”, please list the corresponding FEMA floodplain panel map # below; sign this form; and retain in your permit file records.

2. Federal Emergency Management (FEMA) Flood Insurance Rate Map (FIRM) Number

(April 3, 2012, effective date maps viewable on-line at the Planning & Zoning Department Floodplain web page at www.co.pine.mn.us ; in person at the County Auditor’s Office; or by using internet service at the Planning & Zoning Office – Maps may also be purchased direct from FEMA)

Map # _____

Section C. Floodplain Determination Instruction

(1) Proceed to www.co.pine.mn.us ; (2) select the Planning & Zoning Department Floodplain Management page; (3) view one of the two index maps (*available as links in the right margin*) to determine which specific map panel # covers your Township area; (4) select one of the floodplain map link options listed on said page; (5) select your area map panel number and view the map or return to the Floodplain Management page and follow the instructions to create a “FIRMette” of the map area you desire.

The undersigned hereby states that he/she has reviewed the FEMA Flood Insurance Rate Map(s) for the proposed project area, has made the above determinations, and has directed the landowner/agent accordingly. (*It is recommended that a copy of this completed form be provided to the landowner / authorized landowner agent*).

X _____
Township Zoning Official / Inspector Signature

Date