



FLOOD ZONE CONSTRUCTION WORK SHEET

JOB ADDRESS: _____ PERMIT NO. _____

CONTRACTOR COMPANY NAME _____ PHONE _____ FAX _____

PROPERTY OWNER _____ HOME PHONE _____ WORK PHONE _____

STREET ADDRESS _____ CITY _____ STATE _____ ZIP _____

PARCEL NUMBER _____ SUBDIVISION & LOT _____

- COMMERCIAL RESIDENTIAL NEW ADDITION ALTERATION REPAIR DEMOLITION

DESCRIPTION OF WORK: _____

DO NOT WRITE IN THIS SECTION

Volusia County Property Appraisers Valuation _____

Substantial Improvement Cost Limit _____

Proposed Construction Cost Including All Material & Labor _____

Proposed Finished Floor Elevation _____

Year Built _____ Current Finished Floor Elevation _____

Current Lowest Floor Elevation _____

Current FIRM Panel _____ Flood Zone _____ BFE _____

Application Approved By: _____, Building Official Date: ____ / ____ / 0

Additional Conditions Attached

Application Denied See Attached Letter



TOWN OF PONCE INLET
BUILDING OFFICE
ESTIMATED COST OF RECONSTRUCTION / IMPROVEMENT

Parcel #: _____

Address: _____

NOTE: *The Cost Estimate of Reconstruction/Improvement must be prepared and signed by a Licensed General Contractor!*

ITEMS	COST <i>Labor, Materials, & Profit</i>	RECON/REPAIR RATIO OF WORK	OFFICIAL USE ONLY
Concrete, Form, etc.			
Carpentry Material (rough)			
Carpentry Labor (rough)			
Roofing			
Insulation & Weather Stripping			
Exterior Finish (stucco)			
Doors, Windows & Shutters			
Lumber Finish			
Carpenter labor, finish			
Hardware (finish)			
Hardware (rough)			
Cabinets (built-in)			
Floor covering (tile/rug)			
Plumbing			
Shower/Tub/Toilet			
Electrical			
Light Fixtures			
Built-in Appliances			
Mechanical HVAC			
Paint			
Demolition and Removal			
Other			
TOTAL			

(Please attach any additional information)

Contractor: _____ License #: _____

License holder name: _____

Address: _____

Phone #: _____ Fax#: _____

Signature: _____ Date: _____



**TOWN OF PONCE INLET
BUILDING OFFICE
CONTRACTOR**

RECONSTRUCTION / IMPROVEMENT AFFIDAVIT

Parcel #: _____

Address: _____

Contractor Name: _____ License #: _____

Address: _____

Phone#: _____ Fax#: _____

I hereby attest to the fact I, or a member of my staff, personally inspected the above mentioned property and produced the attached itemized list of repairs, reconstruction and/or remodeling list which are hereby submitted for a **Substantial Damage/Improvement** Review. These damages/improvements are **ALL OF THE DAMAGES/IMPROVEMENTS** sustained by this structure, and that all additions, improvements, or repairs proposed on the subject building are included in this estimate.

I understand that I am subject to enforcement and penalties for violation actions and/or fines if the inspection of the property reveals that I have made repairs or improvements **NOT INCLUDED ON THE ATTACHED LIST OF REPAIRS/IMPROVEMENTS TO THIS STRUCTURE** or any non-conforming or illegal structures/additions, or repairs are done to the existing structure without having presented plans for such additions. I understand that any permits issued by the Town of Ponce Inlet, pursuant to this affidavit, do not authorize the reconstruction, repair, or maintenance of any illegal additions, fences, sheds, or non-conforming uses or structures on the subject property.

Total Labor & Materials	
Overhead & Profit	
Total Cost	

Contractor's Signature

Contractor's Printed Name

STATE OF FLORIDA

COUNTY OF VOLUSIA

Before me this ____ day of _____ personally appeared _____ being duly sworn, deposes and says that he/she has read, understands, and agrees to comply with all the aforementioned conditions.

Signature of FL Notary Public

Printed Name, Stamp or Seal



TOWN OF PONCE INLET
BUILDING OFFICE
OWNER

RECONSTRUCTION / IMPROVEMENT AFFIDAVIT

Parcel #: _____

Address: _____

Contractor Name: _____ License #: _____

Address: _____

Phone#: _____ Fax#: _____

I hereby attest to the fact that the repairs/reconstruction and/or remodeling list submitted for the Substantial Damage/Improvement Review by my contractor are ALL OF THE DAMAGES/IMPROVEMENTS sustained by this structure and will be done to the existing building and that all additions, improvements, or repairs of the subject building are included in this estimated construction herewith. No other contractor has made any repairs or reconstruction or additions or remodeling not included on the attached list.

I understand that I am subject to enforcement action and/or fines if the inspection of the property reveals that I have made repairs or improvements NOT INCLUDED ON THE ATTACHED LIST OF REPAIRS/IMPROVEMENTS TO MY HOME or that I have included non-conforming or illegal structure/additions to the existing structure without having presented plans for such additions. I understand that any permits issued by the Town of Ponce Inlet, pursuant to this affidavit, do not authorize the reconstruction, repair or maintenance of any illegal additions, fences, sheds, or non-conforming uses or structures on the subject property.

Owner's signature

Co-owner's signature (if applicable)

Owner's printed name

Co-owner's printed name

STATE OF FLORIDA	COUNTY OF VOLUSIA
<p>Before me this ____ day of _____ personally appeared _____ being duly sworn, deposes and says that he/she has read, understands, and agrees to comply with all the aforementioned conditions.</p>	
<p>_____ Signature of FL Notary Public</p>	<p>_____ Printed Name, Stamp or Seal</p>



Town of
Ponce Inlet

FLOOD ZONE

50 % RULE

SUBSTANTIAL IMPROVEMENT / DAMAGE NOTICE TO PROPERTY OWNERS

Rebuilding your home or business after a storm?
Adding on, renovating or remodeling your home or business?
Here's information **YOU** need to know about the **50 % Rule**.

If your home or business is below the 100 year flood elevation, Ponce Inlet has flood damage prevention regulations that may affect how you remodel, renovate, or add on to your building. If your home or business sustained structural and/or interior damage, these regulations may affect how you rebuild. These laws were developed by the National Flood Insurance Program (NFIP) to protect lives and investments from future flood damages. In order to qualify for federally-backed flood insurance the Town of Ponce Inlet has adapted and enforces a flood damage prevention ordinance.

Save yourself time, aggravation, and money by reading the following information:

SUBSTANTIAL DAMAGE means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damage condition would equal or exceed 50 % of the most current year market value of the primary structure as listed by the Volusia County Tax Assessor. (Note: The cost of the repairs must include all costs necessary to fully repair the structure to its before damage condition.)

SUBSTANTIAL IMPROVEMENT means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 % of the most current year market value of the primary structure as listed by the Volusia County Tax Assessor before the "start of construction" of the improvement.

If a structure is "substantially damaged" or "substantially improved" it must be brought into compliance with the Town of Ponce Inlet flood damage prevention regulations including elevating the structure to or above the 100-year flood elevation.

The Town of Ponce Inlet, following the NFIP requirements, has the responsibility to determine "substantial damaged" or "substantial improvement" and has implemented the following procedures to do so:

- 1. The Town of Ponce Inlet Flood Plain Administrator will determine market value by using the most current year market value of the structure as listed by the Volusia County Tax Assessor. Currently Volusia County has determined market value to be 85 % of what a reasonable person would pay for the property. The Flood Plain Administer may accept an appraisal by a state licensed appraiser under certain circumstances.**

SUBSTANTIAL IMPROVEMENT / DAMAGE

- 2. You must obtain and submit to the Town of Ponce Inlet a detailed and complete cost estimate for the repairs and/or improvements, prepared and signed by a state licensed contractor. The contractor must sign an affidavit indicating that the cost estimate submitted includes all damages or all improvements to your structure, not just structural costs.**

The Flood Plain Administrator will evaluate the cost of improvements and/or repairs and determine if they are fair and reasonable. For damage repairs, pre-storm prices and rates will be utilized. The cost of improvements and/or repairs does not include items not considered a permanent part of the structure. (i.e. Plans, surveys, permits, sidewalks, pools, sheds, fences, etc.)

- 3. If your structure is determined to have "substantial damage" or is proposed to be "substantially improved" then an elevation certificate must be submitted to the Town of Ponce Inlet to determine the lowest finished floor elevation. Garages and carports are not considered the lowest finished floor. If the lowest finished floor is below the current required base flood elevation (BFE) the structure must be elevated to meet the required BFE. Non-residential structures may be "dry flood proofed" instead of being elevated. All electrical and mechanical equipment must be elevated to the required BFE and plumbing systems must be protected from flooding. Building plans must be prepared by a design professional to show how the structure will be elevated.**
- 4. Following a presidential disaster declaration the Small Business Administration may make loans available for both homes and businesses for purposes of elevating the structure to or above the required BFE. Proof of substantial damage from the Town of Ponce Inlet is required.**

ITEMS REQUIRED TO DETERMINE SUBSTANTIAL DAMAGE/IMPROVEMENT

Applicant must submit the following:

1. Complete all required applications;
2. Detailed COST OF DAMAGE REPAIRS/IMPROVEMENTS ESTIMATE/PROPOSAL AND AFFIDAVIT signed by a general contractor (attach a copy of their license);
3. Current Elevation Certificate and survey showing finished floor elevations;
4. Photos of the interior and exterior of the home before the damage or proposed improvements;
5. Current floor plan drawn to $\frac{1}{4}'' = 1' - 0''$ scale;
6. Owner Affidavit signed and dated;
7. Contractor Affidavit signed and dated;

Note: (A) Additional items may be required; and
(B) Additional rules and regulations may apply.