



## Floodplain Permitting Requirements\*

Prior to approval of permits for work in the floodplain the cost of restoring a structure damaged by any means to its pre-damaged condition and/or the cost of any improvement to the structure must be determined and compared to the building's pre-damaged market value.

The building owner must provide a statement of intent to repair or improve including an estimate of the cost to perform the proposed improvements or repairs. If the building has been damaged, the cost estimate must include **all** work required to repair the building to its pre-damage condition. The cost estimate must include all labor and materials. If the work is done by the owner or by volunteers or material is reused or donated the market value of the labor and materials must be used to determine the estimated cost. Contractors' overhead and profit must be included.

All items for which the building code requires a permit must be included in the cost estimate. Cabinetry, carpet, finish flooring, paint and tile do not require a permit. Plug-in appliances, clean up, survey costs, landscaping need not be included in the estimated cost. Correction of previously cited violations to health, safety and sanitary codes may require permits but need not be included.

The pre-damage market value of the building will be determined using the assessed value of the building and adding 5%. Alternatively, the owner may hire a professional appraiser to provide a report of appraisal prepared in accordance with the standards of the profession. City assessment information can be found online at:

<http://www.stlouiscountymn.gov/LANDPROPERTY/Assessment/PropertyDetailsSearch.aspx>. Return completed forms to Construction Services 411 W 1<sup>st</sup> St Rm 100 Duluth MN 55802.

If the improvement or repair **does not** exceed 50% of the market value:

- New work or repairs must comply with floodproofing regulations.
- **Uses** of existing spaces below the regulatory flood protection elevation (RFPE<sup>+</sup>) may not **change** to non-compliant uses.
- The existing building is not required to be floodproofed.

If the improvement or repair **does** exceed 50% of the market value:

- You must schedule a Floodplain Construction meeting with Planning and Construction Services to discuss these projects. Phone 218/730-5580.

Upon application for a permit the determination will be made whether the building lies in a floodplain. If the building is located in a floodplain, the regulatory flood elevation for that location will be determined. At the time of application, the applicant must provide a building elevation certificate prepared by a licensed surveyor indicating the regulatory flood elevation and the elevation of the proposed project. Prior to final approval of the work, the final elevation certificate must be provided to Construction Services documenting the final elevations of the work. New buildings, lateral additions and floodproofing, either by elevation or dry floodproofing, must be designed and plans prepared by a Minnesota licensed engineer.

*\*Floodplain means the combination of the flood fringe, the general floodplain and the floodway.*

*+The regulatory flood protection elevation is two feet above the base flood elevation. The base flood elevation varies by location.*

# Statement of Intent to Repair or Improve

Comparison of Work to Building Value for Floodplain Construction

Address \_\_\_\_\_ Owner \_\_\_\_\_

Type  House  Residential garage or other accessory building  Non-residential  
of Building

Market Value of Structure  
(pre-damage or pre-improvement)

|    |
|----|
| \$ |
|----|

- Determined by: Assessed value + 5%  
 Professional appraiser's report

OR

## Cost to Repair or to Improve

Include volunteer labor and donated materials. Costs will be reviewed by the building official for reasonableness.

|    |
|----|
| \$ |
|----|

## Detailed description of all work:

(Use a separate sheet if needed.)

|  |
|--|
| General Construction and Structural Work |
|--|

|            |
|------------|
| Electrical |
|------------|

|   |
|---|
| HVAC, including furnace, water heater, etc. |
|---|

|          |
|----------|
| Plumbing |
|----------|

Cost to Repair or Improve \_\_\_\_\_

X 100 =

|   |
|---|
| % |
|---|

Market Value

## Owner's Acknowledgment

I hereby attest that the description of work herein represents all work required to return the building to its pre-damaged condition and any other proposed improvements to the building. I acknowledge that if additional work is added or the work is modified from that described above I must provide revised information to Duluth Construction Services for re-evaluation. Such re-evaluation may require additional permits and/or subject the property to additional requirements. I also understand that I will be subject to enforcement action if the inspection reveals that work has been done that is not included in the estimate provided herein or if work is not done in accordance with approved permits and/or plans.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

*Return to: Construction Services 411 W 1<sup>st</sup> St Rm 100 Duluth MN 55802*