



SINGLE FAMILY HOME SPECIAL FLOOD HAZARD AREA (SFHA) PERMIT FORM

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

111 EAST ERIE STREET, CHICAGO, IL 60611

www.MWRD.org

APPLICABILITY:

This permit form may be used in lieu of a standard Watershed Management Permit only if the construction consists of either:

- i. Newly proposed single family home located in or within 100 feet of the regulatory floodplain; or
- ii. Single family home foundation expansion located in or within 100 feet of the regulatory floodplain.

If the proposed work includes: (1) a public sewer extension, (2) residential subdivision, or (3) an impact to a wetland or riparian environment, the Watershed Management Permit form must be used.

1. PROJECT INFORMATION New Construction Foundation Expansion

Name of Project: _____

Description of Project: _____

Street Address of Project: _____

Municipality (Township, if unincorporated): _____

Parcel Area: _____ acres Related MWRD Permit Number, if known: _____

2. SPECIAL FLOOD HAZARD AREA (SFHA) INFORMATION

A. Indicate the Flood Zone located on the parcel along with the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) Panel number(s) and Map Revised date(s), and submit a copy of the FIRM:

Zone A (BFE not defined) → Panel No: _____ Date: _____

Zone AE (BFE defined) → Panel No: _____ Date: _____

B. Based on the FIRM panel above, indicate all applicable conditions that apply to the proposed work:

Building footprint is within the floodplain Regulatory floodway is located on parcel

3. BASE FLOOD ELEVATION (BFE)

A. Indicate the BFE (round to nearest tenth of a foot) and name of waterway:

BFE: _____ ft, NAVD88 Waterway: _____

B. Submit the profile and indicate the source of the BFE for the subject parcel:

Flood Insurance Study (FIS) MWRD Detailed Watershed Plan Project-Specific Floodplain Study

4. FLOODPLAIN PROXIMITY

Submit an exhibit that delineates the BFE on the site topography with the lowest floor and lowest entry elevations labeled, and, if applicable, the limits of the regulatory floodway. Is the building footprint within the BFE by elevation?

Yes → Continue to Item 5 (indicate A for Item 7) No → Skip to Item 7 (indicate B for Item 7)

5. ELEVATION OF SINGLE FAMILY HOME WITHIN FLOODPLAIN (MUST BE 2 FEET ABOVE BFE)

A. Indicate the lowest floor elevation for the proposed work (round to nearest tenth of a foot): _____ ft, NAVD88

B. Indicate the lowest entry elevation for the proposed work (round to nearest tenth of a foot): _____ ft, NAVD88

6. COMPENSATORY STORAGE (EQUAL TO AT LEAST 1.1 TIMES VOLUME LOST BELOW BFE)

Does the proposed work include fill within the floodplain?

Yes → Provide quantities below No → Continue to Item 7

Floodplain Fill (CF)	Compensatory Storage Provided (CF)	
_____ 0 – 10 year	_____ 0 – 10 year*	
_____ 10 – 100 year	_____ 10 – 100 year*	* Must be at least 1.0 times floodplain fill
_____ Total	_____ Total**	** Must be at least 1.1 times floodplain fill

SINGLE FAMILY HOME

WMO Permit Number: _____

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7. CERTIFICATION BY PROFESSIONAL ENGINEER OR PROFESSIONAL LAND SURVEYOR

A. Permit for Development Within the Floodplain (AS-BUILTS REQUIRED)

I hereby certify that this permit application, drawings, and data submitted with this application, have been examined by me and are found to be in compliance with all applicable requirements of the Watershed Management Ordinance, and the development is elevated above the FPE and is protected against flooding.

B. Development Outside the Floodplain (No As-Builts Required)

I hereby certify that this permit application, drawings, and data submitted with this application, have been examined by me and the development is located outside the floodplain by elevation and not subject to the requirements of the Watershed Management Ordinance. *NOTE: Development located outside the floodplain by elevation is not subject to the floodplain provisions of the Watershed Management Ordinance. Buildings in the proximity of the floodplain are recommended to be elevated 2 feet above the BFE and follow FEMA Technical Bulletin 10-01.*

Certified by: Municipality Design Engineer

Municipality or Engineering Firm: _____

Address: _____ City: _____ Zip: _____



Name: _____ Phone: _____

Title: _____ Email: _____

Signature: _____ Date: _____

8. PERMITTEE (MUNICIPALITY)

Name: _____

Title: _____ Phone: _____

Email: _____

Address: _____

City: _____ Zip: _____

Signature: _____ Date: _____

9. CO-PERMITTEE (PROPERTY OWNER)

Name: _____

Title: _____ Phone: _____

Email: _____

Address: _____

City: _____ Zip: _____

Signature: _____ Date: _____

- INSTRUCTIONS: Make written submittal sufficiently in advance. Permit fees are not required. Contact the MWRD Field Office at (708) 588-4055 or the Authorized Municipality after foundation is installed for verification of lowest floor and lowest entry elevations. Submit foundation survey for approval prior to construction of framing or structure. Failure to give advance notice and make written submittal as required constitutes a violation of the Watershed Management Ordinance.
- EXPIRATION: This Permit will expire if construction has not started within one (1) year from the date of issuance. Construction under an expired permit is deemed construction without a permit. Construction must be completed within three (3) years from date of issuance. If conditions so warrant, an extension may be granted.
- REVOCATION: In issuing this Permit, the MWRD has relied upon the statements and representations made by the Applicant or his/her agent. Any incorrect statements or misrepresentations will be cause for revocation of this Permit, and all rights of the Applicant hereunder will immediately become null and void.
- SPECIAL CONDITIONS: This Permit is subject to the attached special conditions.

PERMIT REVIEW and APPROVAL DISTRICT or AUTHORIZED MUNICIPALITY USE ONLY	
Permit Review and Approval by:	<input type="checkbox"/> DISTRICT <input type="checkbox"/> Authorized Municipality
Permit Approved by: _____	Date: _____
INSPECTION REPORT and APPROVAL DISTRICT or AUTHORIZED MUNICIPALITY USE ONLY	
1. TIME SCHEDULE: (A) Verbal telephone notice received: _____ (B) Final inspection date: _____	
2. INSPECTION:	<input type="checkbox"/> Lowest floor elevation per issued permit: _____ Yes _____ No <input type="checkbox"/> Lowest entry elevation per issued permit: _____ Yes _____ No <input type="checkbox"/> Grading (cut and fill) per issued permit: _____ Yes _____ No <input type="checkbox"/> Visual Inspection Only – No Work In Floodplain
3. COMMENTS: _____	
4. THIS PROJECT HAS BEEN INSPECTED AND IS HEREBY APPROVED	
_____ MWRD Area Inspector or Authorized Municipality	_____ MWRD Area Engineer/Field Supervisor or Authorized Municipality
	Date: _____