



**City of Duluth
Construction Services & Inspections Division**

411 West First Street • Room 210 • Duluth, Minnesota • 55802-1194
218-730-5300 • Fax: 218-730-5901 • www.duluthmn.gov/onestop/

An Equal Opportunity Employer

Permitting Requirements for Work in a Floodplain*

Aug 2014

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 form 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 if 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 and landscaping need not be included in the estimated cost.

The pre-improvement or pre-damaged 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 1st St Rm 210 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⁺) may not **change** to non-compliant uses. Schedule a meeting with Planning and Construction Services to discuss these projects. Phone 218/730-5580.
- 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 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.

For new buildings, lateral additions to buildings in the floodplain and buildings that are required to be elevated to meet floodproofing standards, a building elevation certificate must be prepared by a licensed surveyor and provided to Construction Services prior to final approval 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 of Building House Residential garage or other accessory building Non-residential

Market Value of Structure

(pre-damage or pre-improvement)

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

\$

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 =	%
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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 1st St Rm 210 Duluth MN 55802