



**Benton
County**

**COMMUNITY DEVELOPMENT
DEPARTMENT**

Office: Kalapuya Building
4500 SW Research Way
Corvallis, OR 97333
(541) 766-6819
www.co.benton.or.us/cd

**APPLICATION
MINOR VARIANCE
(Floodplain)**

File #

Fee: \$

(SEE CURRENT FEE SCHEDULE)

Add \$250 if legal ad is required

(Note: This application is to be submitted at the same time as the building permit application.)

**ALL SECTIONS MUST BE COMPLETED. ATTACH ADDITIONAL SHEETS IF NECESSARY.
REVIEW WILL BEGIN ONLY WHEN THE APPLICATION IS DETERMINED TO BE COMPLETE**

Property Owner or Contract Purchaser Information

Name: Phone #1:

Site Address: Phone #2:

Mailing Address: Email:

Other individuals to be notified of this application:

Name

Address

City & Zip

Email

General Property and Floodplain Information

Assessor's Map & Tax Lot Number: T S, R W, Section(s), Tax Lot(s)

Acreage: Zoning: Name of Waterway:

Flood Insurance Rate Map (FIRM) Panel No. 41003C Flood Zone(s) for Building Site:

Existing structures on the property:

Current use(s) of the property:

What type of accessory structure do you plan to construct?

Will the accessory structure be used for housing of animals?

Acknowledgment to be Completed by a Licensed Insurance Professional

Information:

The property owner listed on this application form is requesting a variance to the elevation requirements of Benton County to construct an accessory structure with a floor elevation that is below the base flood elevation. The proposed structure will be wet flood-proofed with venting that allows water to automatically flow through the structure during a flood event. The structure may only be used for parking, building access, limited storage, and/or housing of animals.

Purchase of a flood insurance policy is not required by Benton County, but the property owner is required to discuss insurance options for the structure, if constructed as proposed, with a licensed insurance professional prior to approval of the requested variance.

Acknowledgment:

My signature below indicates that:

- I have discussed with the property owner, flood insurance options available, if a flood insurance policy were to be purchased, for the accessory structure proposed to be built with a floor elevation below the base flood elevation.
- I understand that Benton County is not requiring the purchase of flood insurance and that this is only an acknowledgement that this conversation has occurred.

Licensed Insurance Professional's Signature

Licensed Insurance Professional's Printed Name

Date

Insurance Agency Name

Phone Number

Note to the licensed insurance professional: If you have any questions, please contact the Floodplain Manager at the Benton County Community Development Department at (541) 766-6819.

Attachments

1. ☐ A copy of deed(s) covering the subject property.
2. ☐ An original pre-construction elevation certificate, completed by an Oregon-registered Professional Land Surveyor or Oregon-licensed Civil Engineer, for the proposed building site. *Note: A post-construction elevation certificate for the completed structure will be required as a condition of final inspection approval.*
3. ☐ Building plans showing:
 - ☐ Flood-specific venting as required by BCC 83.220;
 - ☐ Flood damage-resistant construction materials for all portions of the structure that are below the Base Flood Elevation. Standards for flood damage-resistant construction materials are found in FEMA Technical Bulletin 2, *Flood Damage-Resistant Materials Requirements for Buildings Located in Special Flood Hazard Areas in accordance with the National Flood Insurance Program* (or successor document); and

- ☐ All electrical, heating, ventilation, plumbing, air-conditioning equipment and other service facilities shall be elevated in accordance with BCC 83.210
4. ☐ An accurate drawing of the property, "drawn to scale" (sizes and distances accurately represented). The drawing must show the locations of all existing and proposed structures, roads, well(s) and water supply system, subsurface sewage system, easements, driveways, and any other items mentioned in your narrative (for example, a creek or a cliff). Label all items on the map. Include a North arrow.
5. ☐ Is the only access or proposed access to the property via a road that crosses a railroad? _____
If yes, draw the location on your map and explain here: _____
6. ☐ A copy of any easement granting access, across the subject property, to any other property. (For example, a property that does not have frontage on a public road.)
7. ☐ A completed Floodplain Development Permit application (available on the Benton County Planning Division website or from the Community Development office).

Acknowledgments to be Initialed by the Owner

_____ I have reviewed the minor variance criteria in Section 83.410 of the Benton County Development Code and I agree that the proposed structure complies with the identified criteria.

_____ I understand that the proposed accessory structure is only to be used in compliance with the standards of BCC 83.410.

_____ I understand that the proposed accessory structure will be constructed with a finished floor elevation that is below the Base Flood Elevation for the building site and that this structure is likely to be inundated during a 100-year (1%-annual chance) flood event.

_____ I understand that the proposed accessory structure is required to be wet flood-proofed with flood-specific venting pursuant to BCC 83.020 and that such venting must remain open at all times to allow water to flow through the structure automatically during a 100-year (1%-annual chance) flood event.

_____ I understand that the contents of the proposed accessory structure might not be insurable against flood loss.

_____ I understand that, if flood insurance is available and/or required for the proposed accessory structure, the cost of such insurance may be significantly higher due to construction of this structure with a floor elevation that is below the Base Flood Elevation.

_____ I understand that any structural modification, addition, or change in occupancy of the proposed structure shall require floodplain and land use review and/or building permits that need to be obtained from the Community Development Department.

_____ I understand that I will be required to submit a Mid-Construction Elevation Certificate and a Post-Construction Elevation Certificate, as required by BCC 83.260. I further understand that the finished construction elevation certificate must be submitted to, and approved by, the Floodplain Manager prior to approval of required inspections for the structure.

Signature(s)

<p style="text-align: center;">Assessed Property Value Notice</p> <p>This action or any future related action(s), if approved, may result in a change to my property valuation, and therefore the tax amount I pay annually. I will contact the Assessor's Office at 541-766-6855 to discuss and understand potential property tax impacts.</p> <p style="text-align: center;"><input type="checkbox"/> <i>I understand</i></p>

I hereby certify that I am the legal owners(s) or contract purchaser of the above noted property; that the information contained in this application is accurate to the best of my knowledge; and that the proposed variance would not violate any deed restrictions attached to the property.

_____	_____
Owner/Contract Purchaser Signature	Date
_____	_____
Owner/Contract Purchaser Signature	Date

For Office Use Only

Date Application Received: _____ Receipt Number: _____ By: _____

File # Assigned: _____ Planner Assigned: _____ Date Application Deemed Complete: _____