



**Town of Loxahatchee Groves**  
155 F Road  
Loxahatchee Groves, FL 33470  
Phone: 561.807.6675 Fax: 561.793.2420  
[www.loxahatcheegrovesfl.gov](http://www.loxahatcheegrovesfl.gov)

## **FLOODPLAIN DEVELOPMENT CHECKLIST FORM - (FBC 8<sup>th</sup> Edition 2023)**

**THE FOLLOWING INFORMATION & DOCUMENTS ARE REQUIRED FOR PERMIT PROCESSING**

- Flood Plain Development Application, if applicable.
- Completed Affidavit of Proposed Nonresidential Farm Structure Form, if applicable
- Legible and current copy of Survey (clearly showing where the proposed work will be done)
- Elevation Certificate

### **GENERAL INFORMATION**

Buildings and structures located in whole or in part in identified floodways shall be designed and constructed in accordance with ASCE 24 per The Town of Loxahatchee Grove's Flood Ordinance 2023-12. Therefore, applicant will need to provide an Elevation Certificate for new construction reflecting an elevation of at least 1 foot above base flood elevation -OR- provide an Elevation Certificate demonstrating enclosed flood-resistant construction area below design flood elevation has flood openings that meet the criteria and are installed in accordance with FBC 8th – Section R322.2.2.1 (ONLY if enclosed area is solely used for parking of vehicles, building access or storage).

### **SPECIFIC REQUIREMENTS**

N/A



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- New Construction
- Existing Structure
- Transfer Ownership

## **AFFIDAVIT OF PROPOSED NONRESIDENTIAL FARM STRUCTURE**

**\*\*\*To determine if this structure requires a Floodplain Development Application, please provide documentation indicating the proposed location on the property.**

Section 604.50, Florida Statutes, states in part: "any nonresidential farm building, farm fence, or farm sign that is located on lands used **for bona fide agricultural purposes**, not including those lands used for urban agriculture, is exempt from the Florida Building Code and any county or municipal code or fee, except for provisions implementing Local, State or Federal Floodplain Management regulations."

This portion to be completed by owner or authorized agent:

I \_\_\_\_\_ (Property owner or authorized agent), attest that the proposed structure, farm fence or farm sign indicated below will meet the following criteria:

	<b>Section 604.50, Florida Statutes Criteria</b>	<b>Select appropriate box below</b>
A.	It is a temporary or permanent building or support structure; <b>and</b>	<input type="checkbox"/>
B.	It is located on lands used for bona fide commercial agricultural purposes; <b>and</b>	<input type="checkbox"/>
C.	1. It is classified as a non-residential farm building on a farm; <b>or</b> 2. It is used primarily for agricultural purposes; <b>and</b>	<input type="checkbox"/> <input type="checkbox"/>
D.	1. It is located on land that is an integral part of a farm operation; <b>or</b> 2. It is classified as agricultural by the Property Appraiser; <b>and</b>	<input type="checkbox"/> <input type="checkbox"/>

E.	It is not intended to be used as a residential dwelling;	<input type="checkbox"/>
F.	If fill covers 20% or more of the lot, a SFWMD permit will be obtained as required by Permit # 50-00548-S which governs The Town of Loxahatchee Groves. <i>South Florida Water Management District: (561) 686-8800.</i>	<input type="checkbox"/>
G.	Structures are located in SFHA Special Flood Hazard Area "AE" with B.F.E. and Elevation Certificate will be provided. <b>***MUST SUBMIT SEPARATE FLOODPLAIN DEVELOPMENT APPLICATION</b>	<input type="checkbox"/>
H.	Requirements of FS 633.202 16a have been met and communicated with the Palm Beach County Fire Department. <i>Palm Beach County Fire: (561) 233-0050</i>	<input type="checkbox"/>

**DISCLAIMER: IF THE PROPERTY'S AGRICULTURAL CLASSIFICATION IS REVOKED, THE STRUCTURE MAY BE DEEMED NON-CONFORMING IN ACCORDANCE WITH THE FLORIDA BUILDING CODE AND THE TOWN OF LOXAHATCHEE GROVES LAND DEVELOPMENT REGULATIONS. THE BURDEN IS ON THE PROPERTY OWNER TO ESTABLISH THE EXEMPTION.**

**REQUIRED INFORMATION**

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Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Type of Structure: \_\_\_\_\_

Occupancy/Intended Use: \_\_\_\_\_  
(Describe agricultural use of building; if a non-agricultural use is also proposed, provide the percentage of the structure being used by each use.)

**DECLARATION OF PROPERTY OWNER**

I/WE UNDERSTAND THAT THIS AFFIDAVIT CONSTITUTES MY/OUR APPLICATION FOR AN EXEMPTION UNDER F.S. 604.50 AND IS PART OF THE OFFICIAL RECORD OF THE TOWN OF LOXAHATCHEE GROVES BUILDING DIVISION. UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING AFFIDAVIT AND THAT THE FACTS STATED THEREIN ARE TRUE. FURTHER, I UNDERSTAND THAT ANY KNOWINGLY FALSE INFORMATION PROVIDED MAY CONSTITUTE PERJURY, A FELONY OF THE THIRD DEGREE, AND THAT THE TOWN OF LOXAHATCHEE GROVES WILL PURSUE ALL LEGAL REMEDIES AVAILABLE TO IT.

\_\_\_\_\_  
**OWNER**

\_\_\_\_\_  
**DATE**



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## FLOODPLAIN DEVELOPMENT APPLICATION

(Required for new construction and improvements in SFHA "AE")

\*Review and inspection fee of \$225.00 shall be paid at the time of submittal.

**Any owner or owner's authorized agent (hereinafter "applicant") who intends to undertake any development activity within the scope of flood ordinance, including buildings, structures and facilities exempt from the Florida Building Code, which is wholly within or partially within any flood hazard area shall first make application to the Floodplain Administrator, and the Building Official if applicable, and shall obtain the required permit(s) and approval(s). No such permit or approval shall be issued until compliance with the requirements of this ordinance and all other applicable codes and regulations has been satisfied.**

### **PROPERTY INFORMATION:**

Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Type of Structure: \_\_\_\_\_

Occupancy/Intended Use: \_\_\_\_\_

(Describe agricultural use of building; if a non-agricultural use is also proposed, provide the percentage of the structure being used by each use.)

### **REQUIRED SUBMITTAL CHECKLIST:**

**Information for development in flood hazard areas shall be submitted prior to improvement:** The site plan or construction documents for any development subject to the requirements of the flood ordinance shall be drawn to scale and shall include, as applicable to the proposed development:

- Delineation of flood hazard areas, floodway boundaries and flood zone(s), base flood elevation(s), and ground elevations if necessary for review of the proposed development.
- Where base flood elevations or floodway data are not included on the FIRM or in the Flood Insurance Study, they shall be established in accordance with **Section 5-34(B) or (C) The Town of Loxahatchee Grove's Code of Ordinances.**
- Where the parcel on which the proposed development will take place will have more than 50 lots or is larger than 5 acres and the base flood elevations are not included on the FIRM or in the Flood Insurance Study, such elevations shall be established in accordance with **Section 5-34(A) The Town of Loxahatchee Grove's flood ordinance.**
- Location of the proposed activity and proposed structures, and locations of existing buildings and structures.



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- Location, extent, amount, and proposed final grades of any filling, grading, or excavation.
- Where the placement of fill is proposed, the amount, type, and source of fill material; compaction specifications; a description of the intended purpose of the fill areas; and evidence that the proposed fill areas are the minimum necessary to achieve the intended purpose.
- Existing and proposed alignment of any proposed alteration of a watercourse.

### **INSPECTIONS:**

Development for which a floodplain development permit or approval is required shall be subject to inspection to determine compliance with the requirements of the flood ordinance and the conditions of issued floodplain development permits or approvals.

- **Buildings, structures and facilities exempt from the Florida Building Code, lowest floor inspection:** Upon placement of the lowest floor, including basement, and prior to further vertical construction, the owner of a building, structure or facility, or the owner's authorized agent, shall submit:
  - If a design flood elevation was used to determine the required elevation of the lowest floor, the certification of elevation of the lowest floor prepared and sealed by a Florida licensed professional surveyor; or
  - If the elevation used to determine the required elevation of the lowest floor was determined in accordance with **Section 5-34(C)(2) The Town of Loxahatchee Grove's flood ordinance**, the documentation of height of the lowest floor above highest adjacent grade, prepared by the owner or the owner's authorized agent.
- **Final Inspection:** As part of the final inspection, the owner or owner's authorized agent shall submit a final certification of elevation of the lowest floor or final documentation of the height of the lowest floor above the highest adjacent grade; such certifications and documentations shall be prepared as specified in Section 5-40 of flood ordinance.

### **DECLARATION OF PROPERTY OWNER**

I, the owner of property referenced in Page 1 of this form, do hereby certify that I have read the foregoing, and am aware of my responsibilities and liabilities for construction work on the above-described property. I do hereby covenant and agree to abide by each of the aforesaid stipulations as referenced in the Town of Loxahatchee Groves Floodplain Management Ordinance NO. 2023-12.

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OWNER

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DATE