

Checklist for Floodplain Construction

Review for construction in a floodplain must be in conformance with City of Safety Harbor Code of Ordinances Chapter 9 – Floodplain Management

- Existing
 - Provide documentation that shows and/or states the flood hazard zones and lines. Include the Limit of Moderate Wave Action (LiMWA) as applicable. Use the North American Vertical Datum of 1988 (NAVD 88).
 - Additional items may be needed to show if the structure or work is in conformance with current requirements. Items that might be needed:
 - Elevation of structure
 - Lowest floor elevation
 - Lowest horizontal structural member, as applicable
 - Provide Elevation Certificate if available
 - Actual cash value (ACV) - For improvements or repair, Substantial Improvement and Substantial Damage determinations will be conducted. The City of Safety Harbor will use the FEMA/WLM letter from the Pinellas County Property Appraisers website, or you may submit your own ACV that is developed for floodplain purposes, determined by a qualified independent appraiser.
- Proposed
 - Show existing information from above that is relevant to the proposed work on the site plan.
 - Provide all required Construction Certificates. Examples of Certificates: **Elevation Certificate**, **Floodproofing Certificate for Non-Residential Structures**, **V Zone Design Certificate** and **Certification of Engineered Flood Openings**.
 - Provide required flood opening locations and calculations.
 - City of Safety Harbor is a coastal community and the FEMA FIRM elevations for coastal zones are rounded, refer to the National Flood Insurance Program (NFIP) FEMA 480 publication (page 4-6). The City of Safety Harbor will add 0.4 foot to the rounded BFE on the FIRM of a coastal floodplain. Call the City of Safety Harbor for a floodplain elevation minimum determination that includes required freeboard.
 - For improvements or repair, provide a detailed cost estimate showing all work, demo, materials, profit etc. signed by a licensed contractor.
 - Substantial Improvement / Substantial Damage is:
 - Cumulative costs equal to or exceeds 49% of the structure value within a one (1) year period
 - A substantially improved or damaged structure will require the structure to be brought into current floodplain compliance and an **Elevation Certificate** shall be provided.
 - For enclosures below a structure, an **Enclosure Non-Conversion Agreement** is required. The agreement shall be recorded with the Pinellas County Clerk's office.
- City of Safety Harbor Forms
 - Enclosure Non-Conversion Agreement
 - Estimated Cost of Reconstruction/Improvement list

ONLY NEEDED FOR NEW HOME
CONSTRUCTION

City of Safety Harbor
750 Main Street
Safety Harbor, FL 34695
727-724-1555



ENCLOSURE NON-CONVERSION AGREEMENT

Permit No.(s) _____

Property Owner		
Property Address		
Parcel ID:		
Flood Zone:	Source of the BFE data or base flood depth:	Elevation Datum:
Base Flood Elevation:	FIRM panel number and suffix:	FIRM index date:

WHEREAS, the Owner has applied for a permit to place a structure on that property that has an enclosed area below the base flood elevation constructed in accordance with the requirements of Chapter 9, Sec. 9.04. - Permits, of the Floodplain Management Ordinance of the City of Safety Harbor, FL.

WHEREAS, the Owner agrees to record this DECLARATION and certifies and declares that the following covenants, conditions and restrictions are placed on the affected property as a condition of granting the Certificate of Occupancy, and affects rights and obligations of the Owner and shall be binding on the Owner, his heirs, personal representatives, successors, future.

NOW THEREFORE, Owner agrees as follows:

1. Enclosed areas below the Base Flood Elevation shall be used solely for parking of vehicles, limited storage, or access to the building. All interior walls, ceilings and floors below the Base Flood Elevation shall be unfinished or constructed of flood resistant materials. Mechanical, electrical, or plumbing devices shall not be installed below the Base Flood Elevation
2. The walls of the enclosed areas below the Base Flood Elevation shall be equipped and remain equipped with openings as shown on the permit.
3. The jurisdiction issuing the permit and enforcing the ordinance may take any appropriate legal action to correct any violation. Any alteration(s) or change(s) from these conditions may also render the structure uninsurable or increase the cost for flood insurance.
4. A duly appointed representative of the City is authorized to enter the property for the purpose of inspecting the exterior and interior of the enclosed area to verify compliance with this Declaration. Such inspections will be conducted upon due notice to the Owner



and no more frequently than once each year. More frequent inspections may be conducted if an annual inspection discovers a violation of the permit.

5. That this Agreement shall be filed with official records of the Clerk of the Court and Comptroller so that subsequent owners are made aware of these restrictions.

Signature of Property Owner

Printed Name & Date

Witness #1

Printed Name & Date

Witness #2

Printed Name & Date

STATE OF FLORIDA
COUNTY OF PINELLAS

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____ 20__ by _____ of _____, a Florida municipal corporation, on behalf of the corporation. He/she is ☐ personally known to me or has ☐ produced _____ as identification.

Signature _____ Name printed/stamped _____

Title or rank _____ Serial Number, if any _____

City of Safety Harbor
Estimated Cost of Reconstruction/Improvement

Property Address:		
<p>This cost estimate of reconstruction/improvement must be prepared and signed by a licensed contractor or by the owner, if the owner is the contractor. If the owner is the contractor, they must estimate their labor costs at current market value for the work they perform. A copy of the signed construction contract must accompany this estimate. If the owner is the contractor, submit all subcontractor bids to document the cost estimate.</p>		
Items	Material Cost	Labor Cost
Demolition		
Foundation Complete		
Structural Steel		
Masonry Walls		
Carpentry		
Gass Complete		
Mirrors & Fixed Glass		
Central Vacuum		
Elevator		
Appliances - Built In		
Water Softener		
Roofing Complete		
Plumbing Complete		
Electrical Wiring		
Lighting Fixtures		
Ceiling Fans		
Intercom or Alarm System		
HVAC Complete		
Ext. Doors & Windows		
Exterior Finish		
Insulation Complete		
Drywall Complete		
Ceremic Tile Complete		
Waterproofing		
Fireplace		
Painting Complete Ext. & Int.		
Cabinets Complete		
Flooring Complete		
Supervision		
Overhead & Profit		
Millwork & Misc.		
Installation		
Permitting		
Hardware (mounting)		
Solar Panels		
Inverter(s) & Balance of system		
Total:	\$ -	\$ -
Combined Total:	\$ -	