



## **SPECIAL FLOOD HAZARD AREA CONSTRUCTION REQUIREMENTS**

### **LAND USE APPROVAL**

- The City of Fairhope Corporate limits are subject to land use and zoning regulations. In addition, large portions of Point Clear and Montrose are zoned by Baldwin County Planning and Zoning (Pt Clear District 26, Montrose District 16).
  - If the property is located in the Fairhope Corporate limits, zoning approval for the proposed structure must be obtained by the Fairhope Planning and Zoning Department;
  - If located in the County, the applicant must submit all required documents to Baldwin County Planning and Zoning, obtain approval for the proposed building, and submit a signed Land Use Certificate to the Fairhope Building Department at the time of building permit application.

### **RESIDENTIAL NEW CONSTRUCTION DOCUMENTS**

- Elevation Certificate (FEMA form 086-0-33 dated 7/15) showing applicable Special Flood Hazard Area (SFHA), Base Flood Elevation (BFE), and intended floor or lowest structural member elevation depending on elevation requirements of specific SFHA;
- Survey of property showing proposed building footprint and overlay of specific SFHA or multiple SFHAs located on the property;
- Provide a completed Building Permit application form listing all contact information, State licensed contractors, and building values as determined by contract. If in the City of Fairhope Corporate limits, also provide cost of the land for valuation for Impact Fees;
- Provide a stake-out **survey or scaled plot plan** showing the building footprint, the building dimensions, and the distance to the property lines;
- RESCheck report to verify compliance with International Energy Code compliance;
- Provide 2 full sets of construction drawings containing the following information:
  - Foundation plan (sealed by Registered Design Professional)
  - Wall and roof framing details (sealed by Registered Design Professional)
  - Truss plans (if applicable, sealed by Registered Design Professional)
  - Floor plan showing heated and cooled square footage totals
  - Electrical plan
  - Mechanical plan
  - Plumbing plan
  - Elevations (provide dimensions)
  - Septic tank release from Baldwin County Health Department (if applicable)

## **RENOVATION GUIDELINES**

- Renovation projects located in a SFHA are subject to the Substantial Improvement / Substantial Damage (SI/SD) guidelines. SI/SD is defined as:
  - **Substantial improvement (SI)** means *any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure (or smaller percentage if established by the community) before the “start of construction” of the improvement. This term includes structures that have incurred “substantial damage,” regardless of the actual repair work performed.*
  - **Substantial damage (SD)** means *damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred. Work on structures that are determined to be substantially damaged is considered to be substantial improvement, regardless of the actual repair work performed.*

## **SHFA CONSTRUCTION DOCUMENTS FOR RENOVATION PROJECTS**

- Provide all of the documentation listed above in NEW CONSTRUCTION DOCUMENTS in addition to the following:
  - Survey of the property showing how all existing structures are positioned on the lot;
  - An appraisal of the structure to be altered or renovated to provide the market value and establish the SI/SD 50% threshold;

## **FREQUENTLY ASKED QUESTIONS**

- If a renovation project, any expansion of the existing footprint will have to be constructed at an elevation that is compliant with the current National Flood Insurance Rate Map (FIRM) and the Fairhope Flood Damage Prevention Ordinance guidelines;
- If the project is determined to be a Substantial Improvement and the existing building elevation is not in compliance with the established BFE, the existing structure will be required to be elevated to meet the BFE of the current FIRM;
- The SI/SD guidelines for all construction projects are tracked cumulatively for each property over a 10 year period. If at any time over that 10 year period a project or multiple projects exceed 50% of the fair market value of the structure, the entire structure must be brought into compliance with all current code requirements included building elevation;
- For more information please refer to FEMA document P-758 (SUBSTANTIAL IMPROVEMENT/ SUBSTANTIAL DAMAGE DESK REFERENCE

[https://www.fema.gov/media-library-data/20130726-1734-25045-2915/p\\_758\\_complete\\_r3.pdf](https://www.fema.gov/media-library-data/20130726-1734-25045-2915/p_758_complete_r3.pdf)