



# Lononderry Township, Dauphin County

## Application for Floodplain Development



This application is for the review, determination, and possible issuance of a Floodplain Development Permit.

**Section 1 - 4 of this application must be completed by the applicant, the remaining sections will be completed by the Local Floodplain Administrator.**

Pennsylvania State Law requires all municipalities in the Commonwealth to participate in the National Flood Insurance Program (NFIP) which provides flood insurance at lower premiums than could otherwise be purchased through private insurers. In order for citizens to be eligible for these rates and for certain of the types of federal financial and disaster recovery assistance to be available to the Township, the Township must adopt and enforce floodplain development standards that meet or exceed those developed by the Federal Emergency Management Agency (FEMA) and codified in The Code of Federal Regulations, Title 44

Any party undertaking development within a designated floodplain must obtain a floodplain development permit prior to the work commencing. "Development" is defined as: *"Any man-made change to improved or unimproved real estate, including but not limited to the construction, reconstruction, renovation, repair, expansion, or alteration of buildings or other structures; the placement of manufactured homes; streets and other paving; utilities; filling, grading and excavation; mining; dredging; drilling operations; storage of equipment or materials; and the subdivision of land."* (Londonderry Township Floodplain Ordinance 27-1509 Definitions, FEMA 44CFR 59.1)

Any property on which a Floodplain, also known as a Special Flood Hazard Area, is identified **MUST** submit an application and receive a determination and/or permit prior to any work or development activity taking place in accordance with Section 27-1503.2 Permits Required of the Londonderry Township Floodplain Ordinance

Failure to submit an application and receive a determination and/or permit is a violation of the Ordinance will result in enforcement action in accordance to Section 27-1503.10 Enforcement of the Londonderry Township Floodplain Ordinance

Questions regarding floodplain regulation and permitting in Londonderry Township may be directed to the Londonderry Township Codes Department at 717-944-1803 Ext 1004 or by visiting the Londonderry Township website at [www.londonderry.org](http://www.londonderry.org)

## Instructions for Completion

### Section 1

#### Statement of Permit Terms

This section is to be completed by the **APPLICANT** and **OWNER** and shall be initialed by both

### Section 2

#### Property Owner and General Information

This section is to be completed by the **APPLICANT** and all areas marked with an \* are required

### Section 3

#### Contractor and Project Information

This section is to be completed by the **APPLICANT** and all areas marked with an \* are required

### Section 4

#### Applicant Information and Attestation

This section is to be completed by the **APPLICANT** and all areas marked with an \* are required

### Section 5

#### Floodplain and Community Information

This section is to be completed by the **Floodplain Administrator**

### Section 6

#### Permit Completeness and Determination

This section is to be completed by the **Floodplain Administrator**

**Please type or print clearly and legibly on the application - writing that is illegible will result in an "incomplete" status**

**Section 1**      **Statement of Permit Terms**

The statement of terms provided in Section 1.1 of this application is to be read and initialed by BOTH the Applicant and Property Owner of the parcel for which this application is being submitted in Section 2

**Section 1.1**      **Permit Terms**

The Terms of this application and any permit or determination that may be issued as a result of the review of this application are as follows:

- ✓ No work of any kind may begin until a permit or determination is issued by the Floodplain Administrator
- ✓ Only that work which is detailed in this application and authorized by issuance of a permit or determination may be completed. Any work conducted without a permit or determination is considered a violation under Section 27-1503.2 Permits Required of the Londonderry Township Floodplain Ordinance
- ✓ A permit or determination may be revoked if any misleading or false statements are made in this application or if any incomplete information is provided herein. If a permit is revoked, all work SHALL cease until revised permit documents are submitted, reviewed, and authorized by the Floodplain Administrator.
- ✓ Any permit or determination issued for the work detailed in this application SHALL expire if work does not commence within 180 days from the date of issuance. All permits and determinations expire 12 months from the date of issuance unless an extension of time is granted, in writing, by the Floodplain Administrator in accordance with Section 27-1503.9.A of the Londonderry Township Floodplain Ordinance
- ✓ Other permits and/or authorizations maybe required to fulfill other local, state, and/or federal regulatory requirements and acknowledges that it is their responsibility to obtain such permits or approvals.
- ✓ Use and/or occupancy of any structure in the Special Flood Hazard Area is prohibited until a "Certificate of Occupancy" is issued
- ✓ Applicant hereby gives consent and a waiver of trespass for the local Floodplain Administrator and/or their representative (including state and federal agencies) to make reasonable inspection of the work detailed in this application to verify compliance

Applicant Initial \_\_\_\_\_ Property Owner Initial \_\_\_\_\_ Date \_\_\_\_\_

By initialing you do certify that you will adhere to the terms of this permit application and that failure to abide by these terms is considered a violation of the Floodplain Ordinance of Londonderry Township

**Section 2**      **Property Owner and Project Site Information**

All sections of this application marked with an asterisk (\*) are required and shall be filled in by the Applicant or Property Owner. Failure to fill in a required section will result in a determination of "incomplete" and/or denial of the application

**Section 2.1**      **Property Owner Information**

**\* Name of Property Owner(s)**      List all persons or entities listed on the deed for the parcel in question

Owner 1: \_\_\_\_\_

Owner 2: \_\_\_\_\_

**\*Phone and Email for Property Owner(s)**

Phone 1: \_\_\_\_\_ Email 1: \_\_\_\_\_

Phone 2: \_\_\_\_\_ Email 2: \_\_\_\_\_

**\*Address of Property Owner(s)**      List street address, city, state, and zip code

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

**Section 2.2****Project Site Information**

**\*Site Address and Identification** *For island properties: List island name and lot number*

Site Address:

Tax Parcel Number: 34 - -

Site Description

**Section 2.3****Lessee Information**

**\* Name of Lessee(s)** List all persons or entities listed on the deed for the parcel in question

Lessee 1:

Lessee 2:

**\*Phone and Email for Lessee(s)**

Phone 1:

Email 1:

Phone 2:

Email 2:

**\*Address of Lessee(s)** List street address, city, state, and zip code

Address 1:

Address 2:

**Section 3****Contractor and Project Information**

All sections of this application marked with an asterisk (\*) are required and shall be filled in by the Applicant or Property Owner. Failure to fill in a required section will result in a determination of "incomplete" and/or denial of the application

**Section 3.1****Intent Statement**

☐ By selecting this box the Applicant or Property Owner does state their intention to **NOT** hire or employ a contractor to complete the work described in Section 3.3 of this application and has not completed Section 3.2 Contractor Information

**Section 3.2****Contractor Information (NOT Required IF Section 3.1 is marked)**

**\* Name of Contractor**

Business Name:

Site Contact Person:

**\*Phone and Email for Contractor**

Business Phone:

Business Email:

Site Contact Phone:

Site Contact Email:

**\*Address for Business:**

Business Address:

**\*Project Type**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> New Construction/Structure | <input type="checkbox"/> Demolition                  | <input type="checkbox"/> Excavation (Clearing/Grading)               |
| <input type="checkbox"/> Addition or Alteration     | <input type="checkbox"/> Watercourse Alteration      | <input type="checkbox"/> Excavation (Filling/Grading)                |
| <input type="checkbox"/> Repair or Rehabilitation   | <input type="checkbox"/> Bridge/Culvert Installation | <input type="checkbox"/> Water/Sewage System (Install or Repair)     |
| <input type="checkbox"/> Elevation                  | <input type="checkbox"/> Bank Stabilization          | <input type="checkbox"/> Accessory or Utility Structure (Shed/Fence) |

**\*Use Type**

- |                                      |   |  |  |
|--------------------------------------|---|--|--|
| <input type="checkbox"/> Residential | <input type="checkbox"/> Recreational Cabin | <input type="checkbox"/> Manufactured Home | <input type="checkbox"/> Recreational Vehicle        |
| <input type="checkbox"/> Commercial  | <input type="checkbox"/> Accessory Use      | <input type="checkbox"/> Environmental     | <input type="checkbox"/> Utility (Power/Water/Sewer) |

**\* Estimated Construction Costs**

Amount: \$ \_\_\_\_\_

Document Support for Estimate \_\_\_\_\_

**\*Existing Structures** (if project involves an existing structure)

Value: \$ \_\_\_\_\_

Date of Valuation     /    /    

Source of Valuation \_\_\_\_\_

**\*Project Description** (include additional narrative page if more space is required)

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Applicant Name (Print) \_\_\_\_\_

Applicant Address \_\_\_\_\_

Applicant Email \_\_\_\_\_

Applicant Phone \_\_\_\_\_

*I do affirm that the information supplied in this application and any supporting material is a true and accurate representation of the proposed project described herein and undersand that false statements or misrepresentations of the proposed project in these documents could be considered a violation of the Londonderry Township Floodplain Ordinance and subject myself (The Applicant) and/or the Property Owner to enforcement action*

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

**Section 5**      **Floodplain Review and Determination**

**\*\*\* This Section to be completed by the Floodplain Administrator \*\*\***

**Section 5.1**      **Floodplain & Community Information**

Flood Zone \_\_\_\_\_ Community ID \_\_\_\_\_ FIRM Effective Date \_\_\_\_\_

FIRM Panel # \_\_\_\_\_

Base Flood Elevation (FT) \_\_\_\_\_ Regulatory Flood Elevation (FT) \_\_\_\_\_

**Section 5.2**      **Substantial Improvement/Substantial Damage Determination**

- |   |  |
|---|--|
| <input type="checkbox"/> <b>Not Required:</b>                             | <input type="checkbox"/> <b>Required:</b>                                    |
| <input type="checkbox"/> Project not located in Special Flood Hazard Area | <input type="checkbox"/> SI - See attached Substantial Improvement Worksheet |
| <input type="checkbox"/> MR - See attached Minor Repair Worksheet         | <input type="checkbox"/> SD - See attached Substantial Damage Worksheet      |

**Section 5.3**      **Permitting Determination**

Project Number \_\_\_\_\_ Determination Date \_\_\_\_\_

- ☐ Permit Not Required - Proposed project outside identified Special Flood Hazard Area
- ☐ Permit Not Required - Proposed Project is on a land with identified SFHA but proposed work is outside SFHA
- ☐ Permit Not Required - Minor Repair (See attached worksheet)
- 
- ☐ Permit Required - Proposed project in SFHA and qualifies for Substantial Improvement
- ☐ Permit Required - Proposed project in SFHA and qualifies for Substantial Damage and Improvement

**Section 5.4**      **Floodplain Administer Sign-Off**

- ☐ Project Denied Permit - Proposed project is in SFHA and qualifies for SI/SD but **DOES NOT** conform to the Londonderry Township Floodplain Ordinance - See attached Denial Notice
- ☐ Project Approved - Project is approved for development as the proposed work either does not require permitting as determined above or it conforms to the Londonderr Township Floodplain Ordinance

Floodplain Administrator \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

**\*\* TWP USE ONLY \*\***

<b>DATE RECEIVED (TWP)</b>
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<b>ISSUED DATE (TWP)</b>
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Created: 10/1/2025

Revised: