

# NONCONVERSION AGREEMENT

## FOR STRUCTURES IN THE 100-YEAR FLOODPLAIN

Application has been made for a Conditional Permit to build a:

\_\_\_\_\_ which does not conform to the elevation requirements of the Floodplain Management Ordinances of \_\_\_\_\_

Permit # \_\_\_\_\_

Property Owner \_\_\_\_\_

Address \_\_\_\_\_

Flood Protection Elevation at the site is: \_\_\_\_\_ Feet (NGVD)

In consideration for the granting of a Conditional Permit for the above structure which does not conform to the requirements of the Floodplain Management Ordinances of \_\_\_\_\_, the Property Owner agrees to the following:

1. That the enclosed area, if permitted, shall be used solely for parking of vehicles, limited storage, or access to the building and will never be used for human habitation without first becoming fully compliant with the Floodplain Management Ordinance in effect at the time of conversion.
2. That all interior walls, ceilings, and floors below the Flood Protection Elevation shall be unfinished or constructed of flood resistant materials.
3. That mechanical, electrical, or plumbing devices shall not be installed below the Flood Protection Elevation.
4. The walls of the enclosed area below the Flood Protection Elevation shall be equipped with at least two vents which permit the automatic entry and exit of flood water with total openings of at least one square inch for every foot of enclosed area below flood level. The vents shall be on at least two different walls, and the bottoms of the vents shall be no more than one foot above grade.
5. That the requested structure may increase the risk to life and property, and may be subject to increased premium rates for flood insurances from the National Flood Insurance Program.
6. That any variation in construction beyond what is permitted shall constitute a violation and be abatable as such.
7. That this Nonconversion Agreement becomes part of Permit # \_\_\_\_\_ and grants \_\_\_\_\_ the ability to inspect and enforce the provisions of this Agreement at any time.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature, Permitting Official

Note: This Agreement must be used whenever a permit to build or substantially improve an enclosed storage structure of less than 300 sq feet is requested within the 100 yr. floodplain below the Flood Protection Elevation. This Agreement must be signed whenever Conditioned Permits or variance are to be issued, for example, garages and accessory structures and foundation enclosures which exceed 5 ft. in height. For enclosed areas which are 300 sq. feet or greater, a Declaration of Land Restriction must be recorded.