



\$300.00 FEE

Barnegat Township

Construction Office

900 West Bay Avenue, Barnegat, New Jersey 08005

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FEMA

FLOODPLAIN PERMIT

AE / VE

LiMWA (COASTAL A)

NAME _____

ADDRESS _____

BLOCK _____ **LOT** _____

DATE _____ **FREEBOARD – 3 FOOT**



BARNEGAT TOWNSHIP

900 West Bay Avenue Barnegat, N. J. 08005
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kotto@barnegat.net

FLOOD ZONE CERTIFICATION

This form must be filled out and certified for all projects in flood zones at the time of application for a Zoning Permit and at submittal of a foundation as built for release to frame.

Street Address: _____ Block _____ Lot: _____

MAP PANEL NUMBER _____ Coastal A ☐ OR Coastal V ☐

Flood Zone: ☐ Base Flood Elevation: ☐ Design Flood Elevation: ☐

<u>Description</u>	<u>Design</u>	<u>Foundation As-Built</u>
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*Note to surveyor-proposed finished floor shall be top of block + approved framing height!

Existing Finished Floor Elevation

Proposed Finished Floor Elevation
(if addition is different).....

Crawl Space Elevation.....

Garage Floor Elevation.....

A Zone only:

Square Footage of enclosed area in
Flood Zone.....

Number of Flood Vents
(1 Sq. inch per sq. ft required).....

Lowest Elevation Flood Vent
Max 12": above
LAG.....

Square Inches of Flood Vents.....

Lowest Adjacent Grade (LAG).....

Highest Adjacent Grade (HAG).....

Lowest Elevation Mechanical Equip.....

Coastal A & V Zone Only:

Lowest Horizontal Member:

Seal of NJ PE/RA

Signature of NJ Professional Land Surveyor

OFFICE USE BELOW ONLY

Approval/Denial Floodplain Manager

Approval/Denial Flood Plain Manager

BARNEGAT TOWNSHIP COMMUNITY ID # 340396

FLOOD PLAIN PERMIT CHECKLIST FOR VE ZONE & COASTAL A ZONE (AE)

BLOCK: _____ LOT: _____ TYPE OF WORK _____

ADDRESS _____

COST OF CONSTRUCTION _____ PREVIOUS DEMOLITION DATE _____

FLOOD ZONE/BFE - Effective _____ Preliminary Map _____ DFE (BFE + 3 foot) _____

PROPOSED ELEVATIONS

FF _____ GF _____ CF _____ MECH _____ LAG _____ HAG _____ V ZONE _____ LiMWA _____

Two (2) sets of floor plans showing the proposed work. All Coastal A zones (AE) structures must be built to V zone standards. The bottom of the lowest horizontal structural member must be above the DFE and must be indicated on the plan. All materials below the DFE must be of Flood resistant materials.

All utilities and equipment must be above the DFE. Provide location and elevation of utilities on the plans. Note on plans that enclosed area below the DFE may only be used for storage, parking, or access to the home.

Structures (and piling) in VE Zone and Coastal A Zone must be designed and certified by a licensed Professional Engineer or Architect including breakaway walls. Attendant utilities and equipment shall not be mounted on, pass through or be located on breakaway walls.

Flood venting equal to 1 square inch per square foot of enclosed area required.

Properties in the Coastal A Zone must provide the LiMWA (Coastal A – Limit of moderate wave action) line on the as built survey. If the structure is located in more than one flood zone, the location and identification of all flood zones must be indicated on the as built survey.

Elevation Certification with Photographs needed for Final As Built survey, along with V zone certification and Flood Vent Certification attached to the As Built Elevation Certificate.

Prepared by _____ Received by Homeowner _____ Received by Contractor _____

Receivers Address _____

KURT OTTO

PE, CME, CFM, FLOODPLAIN ADMINISTRATOR, CRS COORDINATOR

900 West Bay Avenue, Barnegat, NJ 08005

609-698-0080 x 148

kotto@barnegat.net

BARNEGAT TOWNSHIP COMMUNITY ID # 340396

FLOOD PLAIN PERMIT CHECKLIST FOR AE ZONE

BLOCK: _____ LOT: _____ TYPE OF WORK _____

ADDRESS _____

COST OF CONSTRUCTION _____ PREVIOUS DEMOLITION DATE _____

FLOOD ZONE/BFE - Effective _____ Preliminary Map _____ DFE (BFE + 3 foot) _____

PROPOSED ELEVATIONS

FF _____ GF _____ CF _____ MECH _____ LAG _____ HAG _____ V ZONE _____ LIMWA _____

Two (2) sets of plans showing the proposed work. All utilities and equipment must be above the DFE. Provide location and elevation of utilities on the plans. Note on plans that enclosed area below the DFE may only be used for storage, parking, or access to the home. All material below DFE to be Flood resistant materials.

Flood venting equal to 1 square inch per square foot of enclosed area below BFE required.

If the structure is located in a flood zone, the location and identification of all flood zones must be indicated on the as built survey.

Elevation Certification with Photographs and Flood Vent Certification attached to the As Built Elevation Certificate required.

Prepared by _____ Received by Homeowner _____ Received by Contractor _____

Receivers Address _____

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BARNEGAT TOWNSHIP COMMUNITY ID # 340396

FLOOD PLAIN PERMIT CHECKLIST FOR VE ZONE & COASTAL A ZONE (AE)

BLOCK: _____ LOT: _____ TYPE OF WORK _____

ADDRESS _____

COST OF CONSTRUCTION _____ PREVIOUS DEMOLITION DATE _____

FLOOD ZONE/BFE - Effective _____ Preliminary Map _____ DFE (BFE + 3 foot) _____

PROPOSED ELEVATIONS

FF _____ GF _____ CF _____ MECH _____ LAG _____ HAG _____ V ZONE _____ LIMWA _____

Two (2) sets of floor plans showing the proposed work. All Coastal A zones (AE) structures must be built to V zone standards. The bottom of the lowest horizontal structural member must be above the DFE and must be indicated on the plan. All materials below the DFE must be of Flood resistant materials.

All utilities and equipment must be above the DFE. Provide location and elevation of utilities on the plans. Note on plans that enclosed area below the DFE may only be used for storage, parking, or access to the home.

Structures (and piling) in VE Zone and Coastal A Zone must be designed and certified by a licensed Professional Engineer or Architect including breakaway walls. Attendant utilities and equipment shall not be mounted on, pass through or be located on breakaway walls.

Flood venting equal to 1 square inch per square foot of enclosed area required.

Properties in the Coastal A Zone must provide the LIMWA (Coastal A – Limit of moderate wave action) line on the as built survey. If the structure is located in more than one flood zone, the location and identification of all flood zones must be indicated on the as built survey.

Elevation Certification with Photographs needed for Final As Built survey, along with V zone certification and Flood Vent Certification attached to the As Built Elevation Certificate.

Prepared by _____ Received by Homeowner _____ Received by Contractor _____

Receivers Address _____

KURT OTTO

PE, CME, CFM, FLOODPLAIN ADMINISTRATOR, CRS COORDINATOR

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New Jersey NFIP Model Floodplain Development Permit

The Floodplain Development Permit application assists communities in evaluating impacts of activities proposed within New Jersey regulated floodplains or FEMA's Special Flood Hazard Areas (SFHAs). All activities must be in compliance with the regulations and standards set forth by local, state, and federal entities. For residents and property owners to be eligible for national flood insurance rates under the National Flood Insurance Program (NFIP), For communities to receive certain kinds of federal monies, the community must agree to meet certain floodplain development standards. The Floodplain Development Permit application packet is a tool to ensure these standards are met. It should be noted that depending on the type of development, *you may be required to hire a surveyor or engineer to help complete the required forms.*

Prior to applying for a Floodplain Development Permit, the Applicant **MUST** obtain other required federal, state, and local permits, including the required New Jersey Land Resource Protection Permits set forth by the New Jersey Department of Environmental Protection (NJDEP). Refer to *Appendix B* of this application for a list of potential permit-by-rules, general permits-by certification, and general permits, or see your local Floodplain Administrator. All permits obtained for the project **MUST** be attached to this application.

If approved, a community official, or the Floodplain Administrator (FPA), will perform inspections throughout the project, as well as when the project is completed to ensure that the development is compliant with the requirements of the Local Flood Damage Prevention Ordinance, *thus helping you get a better premium rate on flood insurance.*

If you are proposing development of any kind (constructing a new building, adding on to an existing building, clearing land, placing fill, mining, drilling, etc.) in a floodplain as defined by NJDEP or FEMA, you **MUST** submit this application to your local FPA. Depending upon the type of development you are proposing, additional forms and/or permits may be required.

Per NFIP participation rules, if the property you propose to develop is located within a Special Flood Hazard Area on a FEMA FIRM, you **MUST** obtain a Floodplain Development Permit prior to beginning the project in accordance with the requirements of the local Flood Damage Prevention Ordinance of your community. Failure to do so may incur penalties, including high insurance rates.

For the purposes of this application, the "Applicant" is considered either the property owner, builder, or engineer. The "Applicant" cannot be the FPA. Typically, the Applicant completes Part I, II, & III of this application and submits the information to the local FPA. If any information is missing by the Applicant, the FPA will assist in filling in the missing information. The FPA reviews the submission, forms a determination, then notifies the Applicant of whether or not additional information is needed. Once all required materials have been submitted, the FPA will make a permitting decision and either issue a permit, which may include conditions of approval, or deny the requested permit.

BARNEGAT TOWNSHIP, COUNTY OF OCEAN,
STATE OF NEW JERSEY

APPLICATION INSTRUCTIONS

PART I

The Applicant (i.e. Owner/Builder/Engineer) completes the General Provisions.

PART II

Complete the Owner/Builder/Engineer Information and Project Overview.

Project Overview

Provide a description of the project location and attach a recent survey. Check all the applicable box(es) under project type that are being proposed.

PART III

Complete and attach required information for the Flood Hazard Area Checklist Information and other permits.

Flood Hazard Area Checklist Information

Check all the applicable box(es) under "Flood Hazard Area Information Required for Review" and provide input when directed. Provide required documentation if applicable.

Other Permits

The Applicant must obtain other required federal, state, and local permits, including NJDEP Land Use Permits **PRIOR** to applying for a Floodplain Development Permit. Refer to *Appendix B* for a list of potential permits.

PART IV

The FPA will determine the position of the proposed development relative to community floodplains and floodways. Flooding data and site specifications determined through FEMA and NJDEP will be included when applicable.

PART V

The FPA will indicate if the proposed development is conformant with the requirements of the local Flood Damage Prevention Ordinance, and if the requested permit is issued. If the decision is to **NOT** issue the permit, the FPA will provide an explanation of the perceived deficiencies to the Applicant.

PART VI

The FPA will track inspection results and deficiencies. The elevation certificate representing final construction will also be reviewed for accuracy.

DEFINITIONS

ASCE 24: The standard for Flood Resistant Design and Construction referenced by the building code, and developed, and published by the American Society of Civil Engineers, Reston, VA. References to ASCE 24 shall mean ASCE 24-14 or the most recent version of ASCE 24 adopted in the UCC Code [N.J.A.C. 5:23].

Base Flood: A flood having a 1% chance (100-year) of being equaled or exceeded in any given year.

Base Flood Elevation (BFE): The water surface elevation resulting from a flood that has a 1% or greater chance of being equaled or exceeded in any given year, as shown in a published Flood Insurance Study (FIS), Flood Insurance Rate Map (FIRM) or preliminary flood elevation guidance from FEMA. May also be referred to as the "100-year flood elevation."

Best Available Flood Hazard Data: The most recent available preliminary flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

Conditional Letter of Map Revision (CLOMR): A Conditional Letter of Map Revision (CLOMR) is FEMA's comment on a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway or Special Flood Hazard Area (SFHA). The letter does not revise an effective FIRM map, it indicates whether the project, if built as proposed, would be recognized by FEMA. FEMA charges a fee for processing a CLOMR to recover the costs associated with the review as described in the Letter of Map Change (LOMC) process. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the FIRM map.

Critical Facility: Structures with American Society of Civil Engineers (ASCE) Class III and IV flood design classifications (as described in ASCE 24-14 Table 1.1) that provide services and functions essential to a community, especially during and after a disaster, and require additional freeboard for protection. Critical facilities with Class IV designations must be elevated or protected to 2 feet above DFE or to the 500-year (0.2% chance) flood elevation, whichever is higher.

Development: Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

Elevation Certificate: An administrative tool of the National Flood Insurance Program (NFIP) that can be used to provide elevation information, to determine the proper insurance premium rate, and to provide the support required for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on Fill (LOMR-F).

Federal Emergency Management Agency (FEMA): The Federal agency under which the NFIP is administered.

FEMA Publications: Any publication authored or referenced by FEMA related to building science, building safety, or floodplain management related to the National Flood Insurance Program. Publications include but are not limited to technical bulletins, desk references, and ASCE 24.

Flood Hazard Area Design Flood Elevation (FHDfE): Per the New Jersey Flood Hazard Area Control Act, the peak water surface elevation that will occur in a water during the flood hazard area design flood. This elevation is determined via available flood mapping adopted by the State, flood mapping published by FEMA (including effective flood mapping dated on or after January 31, 1980, or any more recent advisory, preliminary, or pending flood mapping; whichever results in higher flood elevations, wider floodway limits, greater flow rates, or indicates a change from an A Zone to a V Zone or Coastal A Zone), approximation, or calculation pursuant to the Flood Hazard Area Control Act Rules at N.J.A.C. 7:13-3.1 – 3.6 and is typically higher than FEMA's Base Flood Elevation (BFE). A water that has a drainage area measuring less than 50 acres does not possess, and is not assigned, a flood hazard area design flood elevation.

Flood Insurance Rate Map (FIRM): The official map on which FEMA has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

Flood Insurance Study (FIS): The official report of a community in which the FEMA has provided flood profiles, as well as Flood Insurance Rate Map(s) and the risk premium zones applicable to the community.

Floodplain or Flood Prone Area: Any land area susceptible to being inundated by floodwaters from any source.

Floodproofing: Any combination of structural and nonstructural additions, changes or adjustments to structures, which reduce or eliminate risk of flood damage to real estate or improved real property, water and sanitation facilities or structures with their contents.

Floodway: The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than 0.2 foot.

Freeboard: A factor of safety usually expressed in feet above a flood level for purposes of floodplain management. "Freeboard" tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

Letter of Determination Review (LODR): FEMA's ruling on the determination made by a lender or third party that a borrower's building is in a Special Flood Hazard Area (SFHA). A LODR deals only with the location of a building relative to the SFHA boundary shown on the Flood Insurance Rate Map (FIRM).

Letter of Map Amendment (LOMA): A Letter of Map Amendment (LOMA) is an official amendment, by letter, to an effective Flood Insurance Rate Map (FIRM) map that is requested through the Letter of Map Change (LOMC) process. A LOMA establishes a property's location in relation to the Special Flood Hazard Area (SFHA). LOMAs are usually issued because a property has been inadvertently mapped as being in the floodplain but is actually on natural high ground above the base flood elevation.

Letter of Map Revision (LOMR): A Letter of Map Revision (LOMR) is FEMA's modification to an effective Flood Insurance Rate Map (FIRM). LOMRs are generally based on the implementation of physical measures that affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The LOMR officially revises the Flood Insurance Rate Map (FIRM) and sometimes the Flood Insurance Study (FIS) report, and when appropriate, includes a description of the modifications. A LOMR is issued only by FEMA.

Letter of Map Revision Based on Fill (LOMR-F): A Letter of Map Revision Based on Fill (LOMR-F) is FEMA's modification of the Special Flood Hazard Area (SFHA) shown on the Flood Insurance Rate Map (FIRM) based on the placement of fill outside the existing regulatory floodway. A LOMR-F may be initiated through the Letter of Map Change (LOMC) Process. A LOMR-F is issued only by FEMA.

Limit of Moderate Wave Action (LiMWA): Inland limit of the SFHA (AE Zone) affected by waves between 1.5 and 3 feet. Base Flood conditions between the V Zone and the LiMWA will be similar to, but less severe than, those in the V Zone. Also known as "Coastal A Zone" areas.

Local Design Flood Elevation (LDFE): The elevation reflective of the most recent available preliminary flood elevation guidance FEMA has provided as depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM which is also inclusive of freeboard specified by the New Jersey Flood Hazard Area Control Act and Uniform Construction Codes and any additional freeboard specified in a community's ordinance. In no circumstances shall a project's LDFE be lower than a permit-specified Flood Hazard Area Design Flood Elevation or a valid NJDEP Flood Hazard Area Verification Letter plus the freeboard as required in ASCE 24 and the effective FEMA Base Flood Elevation.

Lowest Floor: In A Zones, the lowest floor is the top surface of the lowest floor of the lowest enclosed area (including basement). In V Zones and Coastal A Zones, the bottom of the lowest horizontal structural member of a building is the lowest floor. An unfinished or flood resistant enclosure, usable solely for the parking of vehicles, building access or storage in an area other than a basement is not considered a building's lowest floor provided that such enclosure is not built so as to render the structure in violation of other applicable non-elevation design requirements of these regulations.

Lowest Horizontal Structural Member: In an elevated building in a Coastal A Zone or Coastal High Hazard Area (VE Zone), the lowest beam, joist, or other horizontal member that supports the building is the lowest horizontal structural member. Grade beams installed to support vertical foundation members where they enter the ground are not considered lowest horizontal members.

National Flood Insurance Program (NFIP): The program of flood insurance coverage and floodplain management administered under the Act and applicable federal regulations promulgated in Title 44 of the Code of Federal Regulations, Subchapter B. This community has voluntarily chosen to receive the benefits of participation in this program by adopting a Floodplain Development Permit.

Preliminary FIRM & FIS: Preliminary flood hazard data and map products provide the public with an early look at their home or community's projected risk to flood hazards. Preliminary data may include new or revised Flood Insurance Rate Maps (FIRM), Flood Insurance Study (FIS) reports, and FIRM Databases.

Special Flood Hazard Area (SFHA): The greater of the following: (1) Land in the floodplain within a community subject to a 1% or greater chance of flooding in any given year, shown on the FIRM as Zone V, VE, V1-3-, A, AO, A1-30, AE, A99, or AH; (2) Land and the space above that land, which lies below the peak water surface elevation of the flood hazard area design flood for a particular water, as determined using the methods set forth in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13; (3) Riparian Buffers as determined in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13. Also referred to as the AREA OF SPECIAL FLOOD HAZARD.

Structure: A walled and roofed building, a manufactured home, or a gas or liquid storage tank that is principally above ground

***BARNEGAT TOWNSHIP, COUNTY OF OCEAN,
STATE OF NEW JERSEY.]***

For Office Use Only:

Received Date: _____

Permit File Number: _____

Permit Application to be Filled out in Duplicate

PART I – GENERAL PROVISIONS - To Be Completed by the Applicant

GENERAL INFORMATION – To be read and signed by the Applicant

1. No work of any kind may start in the NJ Flood Hazard Area or FEMA SFHA until all permits, including, but not limited to a floodplain development permit, are issued.
2. This permit may be revoked if any false statements are made herein.
3. If revoked, all work must cease until a permit is re-issued.
4. Development shall not be used or occupied until a Certificate of Occupancy is issued.
5. Work must commence within six (6) months of issuance or this permit will expire.
6. The Applicant is hereby informed that other permits may be required to fulfill federal, state, or local regulatory requirements.
7. The Applicant hereby gives consent to the Administrator or his/her representative to make reasonable inspections that are required to verify compliance.
8. The Applicant certifies that "All statements herein and in attachments to the application are true and accurate to the best of my knowledge."

Name of Applicant

Signature of Applicant

Date

PART II – PROJECT INFORMATION - To Be Completed by the Applicant

PROPERTY OWNER INFORMATION

Name:		Phone Number:	
Address:		Email:	
City:	State:	Zip Code:	

BUILDER INFORMATION

Name:		Phone Number:	
Address:		Email:	
City:	State:	Zip Code:	

ENGINEER INFORMATION

Name:

Phone Number:

Address:

Email:

City:

State:

Zip Code:

PROJECT OVERVIEW*(Attach survey and construction plan/documents if available)*

Project Address:

Project Description:

Block:

Lot:

PROJECT TYPE (Check all that apply):**Type of Structure:****Type of Structural Activity:****Other Development Activities:**

- ☐ Residential 1 – 4 Family
- ☐ Residential 5+ Family
- ☐ Non-Residential
- ☐ Manufactured Home
- ☐ Accessory Structure
- ☐ Recreational Vehicle
- ☐ Detached Garage
- ☐ Subdivision
(New or Expansion)
- ☐ Agricultural Structure
- ☐ Utility or Miscellaneous
Group U Structure
- ☐ Historic Structure on Federal or
State Historic Preservation Registry
(must provide documentation)

- ☐ New Structure
- ☐ Relocation
- ☐ Replacement
- ☐ Addition
- ☐ Alteration
- ☐ Substantial Improvement
- ☐ Substantial Damage
- ☐ Swimming Pool/
Spa Installation
- ☐ Tanks
- ☐ Sanitary Sewerage Facilities
Including Septic Systems
- ☐ Water Facilities
- ☐ Fence Installation
- ☐ Elevation Changes
- ☐ Retaining Wall

- ☐ Excavation
- ☐ Placement of Fill Material
- ☐ Clearing
- ☐ Mining
- ☐ Dredging
- ☐ Drilling
- ☐ Grading
- ☐ Fill
- ☐ Watercourse Alterations
(incl. dredging/channel modifications)
- ☐ Drainage Improvements (incl. culverts)
- ☐ Individual Water or Sewer System
- ☐ Road, Street, or Bridge Construction
- ☐ Erosion-Control/Infrastructure Project
- ☐ Bulkhead, Sea Wall, Revetment
- ☐ Dune Construction/Repair
- ☐ Other (incl. FEMA LOMA, LOMR,
CLOMR, LOMR-F forms) (Please specify):

PART III – REQUIRED DOCUMENTATION - To Be Completed by the Applicant

FLOOD HAZARD AREA CHECKLIST INFORMATION (See Appendix A)	
Flood Hazard Area Information Required for Review	Included?
<p>Provide an estimate of the current market value of the property:</p> <p>Land \$ _____ Structure \$ _____</p> <p>Provide an estimate of the total cost of building improvements using qualified labor and materials obtained at market prices. (Note: Unpaid or discounted labor and materials must be counted at their true market cost per the NFIP.) \$ _____</p> <p>Estimates should either be signed and sealed by the Applicant's architect or engineer, an estimating firm's or contractor's estimate signed and sealed by an engineer, or a bona fide contractor's bid.</p>	
Plans – all submitted development plans must include sufficient detail to complete the permit review. <i>See Appendix A for additional information.</i>	
All elevations on the submitted plans shall be in NAVD88.	
Plans showing the location, layout, and elevation of existing and proposed development including parking areas, driveways, drainage, sewer, and water facilities (including connections), plantings, seedlings, fences, signs, and any other information necessary for managing the floodplain.	
A Zone Construction – The dimensions, location, and elevation of the lowest floor (including basements) of existing and proposed structures. The elevations shall be in relation to NAVD88.	
V Zone and Coastal A Zone Construction seaward of the Limit of Moderate Wave Action (LIMWA) – Plans must show the lowest horizontal member of the structure (including any venting, insulation, etc.) and the dimensions, location, and elevation of the lowest floor (including storage areas and garages) of existing and proposed structures. The elevations shall be in relation to NAVD88. Basements, mechanical pits, underground parking garages, etc. are prohibited in these zones. Construction must have open foundations. Back-filled stem walls are permissible in Coastal A Zones only. Completed <i>V Zone Certifications and Breakaway Wall Certifications</i> shall be included in the permit application.	
Watercourses – The description of the extent of any watercourse, if any, which will be altered and/or relocated as the result of the proposed development must show exact location of the floodway and flood hazard area limits.	
Wet and Dry Floodproofing Certification (non-residential or approved historic structures only) – Certification by a Professional Engineer or Architect that the floodproofing methods meet the floodproofing criteria in ASCE 24 for nonresidential structures. The plans must also show the elevation in relation to NAVD88 that a floodproofed structure is protected to. A partially completed <i>Floodproofing Certification</i> (completed by the Architect certifying the construction design) shall be included in the permit application and a fully completed <i>Floodproofing Certification</i> must be provided prior to occupancy.	
For structures in more than one flood zone – If the structure is in more than one flood zone, the location and identification of all flood zones must be indicated on the survey and the most restrictive design flood elevation shall be used in all development plans.	
For Elevators – plans shall comply with FEMA Technical Bulletin 4 and ASCE 24. All required flood-resistant construction information shall be noted on the plans.	

For Below-Grade Parking Garages (not permitted for residential buildings and in Coastal A and V Zones) – plans shall comply with FEMA Technical Bulletins 3 and 6, note all required information on the plans, and include a partially completed <i>Floodproofing Certification</i> (completed by the Architect certifying the construction design), an <i>Emergency Operations Plan</i> , and an <i>Inspection and Maintenance Plan</i> in this application. A fully completed <i>Floodproofing Certification</i> must be provided prior to occupancy.	
For Historic Structures – Documentation confirming that the property is listed on an approved State or Federal Historic Register inventory.	
For Enclosures – Evidence of a <i>Deed Restriction</i> for the structure must be included in the permit application if enclosed space is greater than 6 feet in height as per N.J.A.C. 7:13-12.5(p)6. Local ordinances may also require a Non-Conversion Agreement.	
FEMA LOMA, CLOMR, LOMR, LOMR-F forms shall be fully completed with documentation of a recent Endangered Species Program Review if a Community Acknowledgement is requested prior to submission to FEMA.	
Elevation Certificates – Partially completed Elevation Certificates are required to be submitted at foundation completion and prior to inspection to ensure that the lowest floor or lowest horizontal structural member is properly elevated, and all required openings are properly constructed. A fully completed elevation certificate must be submitted prior to occupancy.	
Additional Required Information:	

OTHER PERMITS (See Appendix B)				
<p>The applicant must obtain the required Federal, State, and Local permits prior to applying for a Floodplain Development Permit (See Appendix B for a detailed list of agencies and permits). <i>The proposed development MUST be in compliance with other Federal, State, and Local laws.</i></p>				
<p align="center">List Other Permits obtained for the project: (Attach obtained permits)</p>				
Permit by Type (Federal, State, Local) *Attach additional sheet if necessary	Permit #	Date of Issuance	Expiration Date	Description

PART IV – FLOOD INFORMATION - To Be Completed by the Floodplain Administrator**FLOOD HAZARD DATA & LOCAL DESIGN FLOOD ELEVATION**

Complete the Local Design Flood Elevation (LDFE) Worksheet in **Appendix C** and attach it to this permit. This will calculate the proper DFE and flood zone for the proposed development.

Worksheet completed: Y / N

For more information on the methods to determine the flood hazard area and DFE see
Technical Manual: Flood Hazard Area Control Act Rules, 2018
(https://www.nj.gov/dep/landuse/download/fh_044.pdf)

FLOOD HAZARD VERIFICATION

Unexpired NJDEP Land Resource Protection Flood Hazard Verification Letter with a Flood Hazard Area Design Flood Elevation Submitted?

Y / N Date:

Unexpired NJDEP Verification Letter with a Verification of Riparian Zone limits submitted?

Y / N Date:

Recent Permit Applicability Determination from the NJDEP Division of Land Resource Protection?

Y / N

Comments:

RIPARIAN ZONE¹

Stream Classification:			
Category One within HUC-14: Yes / No		If Yes, Upstream	Or Downstream
Trout Status:	Trout Maintenance	Trout Production	NA
Threatened & Endangered Species Within 1 Mile Downstream:		Yes	No
Riparian Zone Width:	50'	150'	300'
Riparian Zone Clearing: Yes / No		If Yes, how much? square feet	

¹ Riparian zones exist along both sides of every regulated water, regardless of the water's drainage area, and include the regulated water itself.

SITE SPECIFICATIONS (See Appendix D for additional sections to print and add to this section)

For any Community Acknowledgement requested,

- 1) Has the applicant provided sufficient Endangered Species Assessment documentation? Y / N
Explain:
- 2) Has the applicant documented the site is reasonably safe from flooding (see *FEMA Technical Bulletin 10**)?
Y / N
Explain:

Note: Applications for Letters of Map Change with lowest floors including basements, parking garages, machine pits, etc. below the FEMA Base Flood Elevation will be returned to the municipality for enforcement action as a potential violation by FEMA. Further review of the request will be halted until the violation is addressed.

Substantial Damage / Substantial Improvement:

Substantial Improvement (SI) Estimate	\$ _____	
Substantial Damage (SD) Estimate	\$ _____	
Market Value of Property (Structure Only)	\$ _____	Data Source: _____
Assessed Value of Property (Structure Only)	\$ _____	
Substantial Improvement / Substantial Damage Percentage	_____ %	
Cumulative SI/SD Amount (Optional)	\$ _____	Since? _____
Sufficient Corrosion Protection (<i>FEMA Technical Bulletin 8*</i>)?	Y / N	

Is this a non-residential building?	Y / N	If yes, fill out section D-1 in Appendix D.
-------------------------------------	-------	---

Is this building in a non-coastal A-Zone^?	Y / N	If yes, fill out section D-2 in Appendix D.
--	-------	---

Is this building in a V Zone or Coastal A Zone^?	Y / N	If yes, fill out section D-3 in Appendix D.
--	-------	---

Is this a multi-family or mixed-use building?	Y / N	If yes, fill out section D-4 in Appendix D.
---	-------	---

Is this an agricultural structure?	Y / N	If yes, fill out section D-5 in Appendix D.
------------------------------------	-------	---

Is this an accessory structure?	Y / N	If yes, fill out section D-6 in Appendix D.
---------------------------------	-------	---

Is there an elevator proposed?	Y / N	If yes, fill out section D-7 in Appendix D.
--------------------------------	-------	---

Is there below-grade parking proposed?	Y / N	If yes, fill out section D-8 in Appendix D.
--	-------	---

Wet Floodproofing (*FEMA Technical Bulletin 7):**

Note: Floodproofing is allowed in non-residential buildings only. Prohibited in residential.

Corrosion-Protection?	Y / N
-----------------------	-------

*<https://www.fema.gov/nfip-technical-bulletins>

^Non-coastal A Zone is defined as riverine areas or tidal areas landward of the Limit of Moderate Wave Action (LiMWA). Coastal A Zone is defined as tidal areas seaward of the Limit of Moderate Wave Action (LiMWA).

PART V – FLOODPLAIN DETERMINATION – To Be Completed by the Floodplain Administrator

PERMIT FINDINGS

Zoning Board (In conformance?)	
Planning Board (In conformance?)	
Require a NJDEP Land Use Permit? (If so, the permit is required BEFORE completion of this application.) (See Appendix B for NJDEP Permits)	
Other Permits Required (Federal, State, or Local)	
Permit Deficiencies (explain):	

ACTIONS TAKEN TO CORRECT PERMIT DEFICIENCIES

Action:	Date:
Action:	Date:
Action:	Date:
Action:	Date:

PERMIT DETERMINATION

☐	Permit Approved: The information submitted for the proposed project was reviewed and is in compliance with the flood damage prevention ordinance and New Jersey Flood Hazard Area Control Act rules.
☐	Permit Approved with Conditions: The information submitted was reviewed and the project is conditionally approved assuming certain conditions are met. See attached. <i>Note: No permit shall be approved upon condition upon receiving a State Land Use permit or any other State, Federal, or Local Permit. UCC Building Permits must be received concurrently.</i>
☐	Permit Approved with Variance Granted: A variance was granted for the proposed project. This does not reduce flood risk and does not reduce flood insurance premiums. See attached.
☐	Permit Denied: The proposed project does not comply with the flood damage prevention ordinance and/or New Jersey Flood Hazard Area Control Act rules. See attached.

PERMIT DATES (IF APPROVED)

Permit Number:	Issue Date:	Expiration Date:
----------------	-------------	------------------

Signature of Floodplain Administrator

I certify that the information herein and in attachments to the application are true and accurate to the best of my knowledge.

Name of Floodplain Manager_____
Signature of Floodplain Manager_____
Date

PART VI – INSPECTION RESULTS – To Be Completed by the Floodplain Administrator**INSPECTIONS****Inspection 1: Site Survey****Date:**

General Findings:

Construction Materials Used (water resistant?):

Elevations:

Violations:

Resolutions:

Inspection 2: Pre-Foundation**Date:**

General Findings:

Construction Materials Used (water resistant?):

Elevations:

Violations:

Resolutions:

Inspection 3: Post-Foundation**Date:**

General Findings:

Construction Materials Used (water resistant?):

Elevations:

Violations:

Resolutions:

VIOLATION TRACKING

Is this a Repeat Violation? Y / N

Permit Number:

Date of Final Decision:

Notice of Violation Date:

Start of 30-Day Period:

End of 30-Day Period:

Court Date:

Dates of Extensions:

Final Decision:

Referral Date for State Enforcement:

FEMA Section 1316 Request Date:

CERTIFICATION OF COMPLIANCE

Is the completed development in compliance with the Floodplain Development Permit?

(Circle one, sign, and provide a copy to the property owner and construction official.)

Yes / No Name: _____ Signature: _____ Date: _____

Explain:

ELEVATION CERTIFICATE

Final Elevation Certificate Received Date:

Is the Elevation Certificate correct and in concurrence with the Floodplain Development Permit? *(Circle one)*

Yes / No

Explain:

END

APPENDIX A

Development Plan Requirements

- Two (2) sets of plans showing the existing and proposed work (all rooms in structures must be identified).
- Elevation view of any structure.
- Specify materials, if any, used for fire rating (must be flood-proof)
- Structural details including foundation, floor, wall, ceiling, and roof assemblies.
- Anchoring details of foundation, floor, walls, and roof assembly. Building must be designed to resist all loads, including flood, wind, and uplift, during flooding.
- Location of all mechanical systems (boilers, furnaces, air-conditioning, water heaters, pumps, duct work, etc.); all must be above the Design Flood Elevation (DFE). Sunken tubs are prohibited below the DFE.
- All outdoor air-conditioning units, oil, or propane tanks, unless subsurface, must be elevated and anchored above the DFE.
- The enclosed area below the DFE may only be used for storage, parking, access to the home, or non-livable space.
- The finished ground level of an under-floor space such as a crawl space must be equal to or higher than the outside finished ground level.
- All building material used below the DFE must be of flood resistant material.
- Indicate the type of material used for foundation, floor framing, insulation, walls, and floor finishes.
- Structures in VE Zone and Coastal A Zone must be designed and certified by a licensed Professional Engineer or Architect including breakaway walls.
- Decks in a VE Zone and Coastal A Zone may not be lower than the lowest horizontal member of the main structure (if attached to the structure)
- Flood vents shall be provided for enclosed areas below the DFE including for breakaway walls. Flood vents shall have an opening of 1 square inch per every 1 square feet of enclosed area. Each enclosed area shall have a minimum of 2 flood vents. Flood vents must be installed no more than 12 inches above grade.
- Electrical meter: provide a landing with stairs where required by the utility company for reading the meter.
- All proposed development must comply with the applicable FEMA publications and ASCE 24.

APPENDIX B

Other Applicable Permits

All applicable federal, state, and local permits listed below shall be obtained and plans shall reflect compliance with state requirements.

Agency	Permit/Authorization	Regulatory Authority	Description	Links
Delaware and Raritan Canal Commission	Delaware and Raritan Canal Commission Approval	Regulations for the Review Zone of the Delaware and Raritan Canal State Park (N.J.A.C. 7:45)	Review any action in the Canal Park and Review Zones A and B depending on the activity. In general, all projects located within Zone A are reviewed. Projects in Zone B that do not meet the Commission's definition are a major project are exempt from review.	https://www.nj.gov/dep/dccc/regulatory.html
NJDEP – Division of Land Use Regulation (DLUR)	Freshwater Wetlands Protection Act Permit	Freshwater Wetlands Protection Act (N.J.S.A. 13:9B) and Rules (N.J.A.C. 7:7A)	Regulates activities within jurisdictional wetlands, their transition areas, and State open waters	https://www.nj.gov/dep/landuse/fww/fww_main.html https://www.nj.gov/dep/landuse/download/13_9b.pdf https://www.nj.gov/dep/rules/rules/njac7_7a.pdf
	*Flood Hazard Area Protection Act Permit	Flood Hazard Area Control Act (N.J.S.A. 58:16A) and Rules (N.J.A.C. 7:13)	Regulates activities within regulated waters, flood hazard areas, and riparian zones.	https://www.nj.gov/dep/landuse/fha/fha_main.html https://www.nj.gov/dep/landuse/download/58_16a_50.pdf https://www.nj.gov/dep/rules/rules/njac7_13.pdf
	**Coastal Area Facilities Review Act (CAFRA) Permit	CAFRA (N.J.S.A. 13:19) Coastal Zone Management Rules (N.J.A.C. 7:7)	Regulates activities within the CAFRA zone. Project must demonstrate compliance with the Coastal Zone Management Rules which defines Special Areas of environmental interest and compliance criteria.	https://www.nj.gov/dep/landuse/coastal/cp_main.html https://www.nj.gov/dep/landuse/download/13_19.pdf https://www.nj.gov/dep/rules/rules/njac7_7.pdf
	**Waterfront Development Act Permit	Waterfront Development Act (N.J.S.A. 12:5-3) Coastal Zone Management Rules (N.J.A.C. 7:7)	Regulates activities in the Waterfront area. The Waterfront area is divided into three sections. Details of each section can be found in the Coastal Permit Program Rules at N.J.A.C. 7:7-2.3. As well as all tidal waterways, the waterfront area includes all man-made waterways and lagoons subject to tidal influence found within any three of the geographical areas.	https://www.nj.gov/dep/landuse/coastal/cp_main.html https://www.nj.gov/dep/landuse/download/12_5_3.pdf https://www.nj.gov/dep/rules/rules/njac7_7.pdf
	**Coastal Wetlands Act Permit	Wetlands Act of 1970 (N.J.S.A. 13:9A) Coastal Zone Management Rules (N.J.A.C. 7:7)	Regulated activities in delineated and mapped coastal wetlands pursuant to the Wetlands Act of 1970.	https://www.nj.gov/dep/landuse/coastal/cp_main.html https://www.nj.gov/dep/rules/rules/njac7_7.pdf https://www.nj.gov/dep/landuse/download/13_9a.pdf
	Highlands Preservation Area Approval	Highlands Water Protection and Planning Act (N.J.A.C. 13:20) and Rules (N.J.A.C. 7:38)	Regulates all "major Highlands Developments" as defined by the Highlands Act, in the Preservation Area unless otherwise exempt by the Act. The Highlands Area is located in the northwestern portion of the state.	https://www.nj.gov/dep/landuse/highlands.html https://www.nj.gov/dep/landuse/download/13_20.pdf https://www.nj.gov/dep/rules/rules/njac7_38.pdf
	Water Quality Certification	Section 401 of the Federal Clean Water Act Freshwater Wetlands Protection Act (N.J.S.A. 13:9B) and Rules (N.J.A.C. 7:7A) Coastal Zone Management Rules (N.J.A.C. 7:7) NJ Water Pollution Control Act (N.J.S.A. 58:10A)	All projects requiring a Federal permit for the discharge of dredged or fill material into State waters and/or their adjacent wetlands also require the State Water Quality Certification which ensures consistency with State water quality standards. This also applies to Waters of the U.S.	None
	Tidelands Instruments	Tidelands Act (N.J.S.A. 12:3)	Tidelands are those lands now or formerly flowed by the mean high tide of a natural waterway. These lands are State owned or claimed to be owned. Activities on State owned tidelands requires a tidelands grant, lease or license.	https://www.nj.gov/dep/landuse/ti/ti_main.html https://www.nj.gov/dep/landuse/download/12_3.pdf
Agency	Permit/Authorization	Regulatory Authority	Description	Links

NJDEP – Division of Water Quality Bureau of Nonpoint Pollution Control	New Jersey Pollution Discharge Elimination System Construction Activity Stormwater GP	Federal Clean Water Act NJ Pollution Discharge Elimination System Rules (7:14A)	This general permit authorizes point source discharges from certain construction activities resulting in 1 acre or more of ground disturbance. Regulated entities are required to develop a soil erosion and sediment control plan aimed at eliminating the flow of contaminated rainwater into streams and rivers. Soil Erosion and Sediment Control Certification is required to complete the application. Additional "good-housekeeping" requirements are included in the permit. Please note that this permit is in addition to compliance with the Stormwater Management Rules (N.J.A.C. 7:8) discussed above.	https://www.nj.gov/dep/dwq/5g3.htm
NJ Sports and Exposition Authority (NJSEA)	NJSEA Approval	Hackensack Meadowlands District Regulations (N.J.A.C. 19:3)	If a project disturbance results in the need for a USACOE permit, then a NJSEA approval will also be needed. There may be other circumstances that would require a NJSEA approval. This may need to be evaluated on a case by case basis.	None
NJ Pinelands Commission	NJ Pinelands Approval	Pinelands Protection Act (N.J.S.A. 13:18A) Pinelands Comprehensive Management Plan (N.J.A.C. 7:50)	Establishes regulations and standards designed to promote orderly development in the Pinelands. Proposed activities within the Pinelands requires review and approval. The Pinelands Capability Map establishes 9 land use management areas with goals, objectives, development intensities, and permitted uses for each.	https://nj.gov/pinelands/
Soil Conservation District	Soil Erosion and Sediment Control Certification	Soil Erosion and Sediment Control Act (Chapter 251, P.L. 1975)	Projects resulting in 5,000 sq ft of ground disturbance or greater must submit a soil erosion and sediment control plan to the appropriate soil conservation district for certification.	https://www.nj.gov/agriculture/divisions/anr/nrc/njerolion.htm
United States Army Corps of Engineers (USACE)	Army Permit	Section 404 of the Federal Clean Water Act Section 10 of the Rivers and Harbors Act of 1899	Regulates the discharge of dredged or fill material into waters of the United States, including jurisdictional wetlands. Prohibits creation of obstructions to navigable capacity of any of the waters of the United States without prior authorization of the USACE.	https://www.nap.usace.army.mil/Missions/Regulatory.aspx https://www.nan.usace.army.mil/Missions/Regulatory/

*See FHACA Permits-by-Rule, General Permits-by-Certification, General Permits-by-Category below

**See CZM Permits-by-Rule, General Permits-by-Certification, General Permits-by-Category below

THIS IS A COURTESY COPY OF THIS RULE. ALL OF THE DEPARTMENT’S RULES
ARE COMPILED IN TITLE 7 OF THE NEW JERSEY ADMINISTRATIVE CODE.

N.J.A.C. 7:7
COASTAL ZONE MANAGEMENT RULES

Statutory authority:
N.J.S.A. 13:19-1 et seq.; 12:3-1 et seq., 12:5-3; 13:9A-1 et seq.

Date last amended:
September 21, 2026

For regulatory history and effective dates, see the New Jersey Administrative Code

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State of New Jersey

Department of Environmental Protection



Revised: January 20, 2026

Website: <https://dep.nj.gov/wlm/>

COASTAL ZONE MANAGEMENT APPLICATION CHECKLIST

General Permit-by-Certification 5 -Expansion of a single-family home or duplex

To apply for an authorization under general permits-by-certification, please visit the Department's online permitting system at <https://dep.nj.gov/online/>. (DO NOT submit paper copies of this information to the Department):

NOTES: General Permits-by-Certification 4, 5, 6, 7, 8, and 10 may only be submitted by a licensed professional engineer or registered architect on behalf of the applicant.

CALL NJDEP AT (609) 777-0454 IF YOU HAVE ANY QUESTIONS

Please gather and prepare the following information for all the general permits-by-certification prior to beginning online application:

1. The number and subject matter of the general permit-by-certification under which the application will be made.
2. The name of or other identifier for the proposed project.
3. The location of the proposed activity or project, including address, city, state, zip code, municipality, State plane coordinates, lot, and block.
4. Information specific to the proposed project (see section below).
5. A sketch or drawing depicting the full length of the project and access including: the title of plan, the preparer of the plan, original date of preparation, and last revision date.
6. Contact information for both the applicant and the property owner, including: name, address, telephone number, e-mail address, municipality, county, organization, and organization type
7. Contact information for both the municipal and county clerks, including: name, address, telephone number, e-mail address, municipality, county, organization, and organization type
8. Documentation that notice of the application has been provided in accordance with N.J.A.C. 7:7-24, as follows:

i. **Notice to municipal clerk (N.J.A.C. 7:7-24.3(a))**

A copy of the entire application, as submitted to the Department, must be provided to the municipal clerk in each municipality in which the site is located.

- Documentation of compliance with this requirement shall consist of a copy of the certified United States Postal Service white mailing receipt, or other written receipt, for each copy of the application sent.

ii. **Notice to governmental entities and property owners (N.J.A.C. 7:7-24.3(b) and (c))**

A brief description of the proposed project, a legible copy of the site plan, and the form notice letter described at N.J.A.C. 7:7-24.3(d)1iii must be sent to the following recipients:

- A. The construction official of each municipality in which the site is located;
- B. The environmental commission, or other government agency with similar responsibilities, of

each municipality in which the site is located;

C. The planning board of each municipality in which the site is located;

D. The planning board of each county in which the site is located;

E. The local Soil Conservation District if the regulated activity or project will disturb 5,000 square feet or more of land; The Delaware Coastal Management Program if the activity is within the 12-mile circle with Delaware or is within 200 feet of the 12-mile circle; and

F. Adjacent property owners:

If the application is for one of the following projects (listed at N.J.A.C. 7:7-24.3(c)1-5), notice shall be sent to all owners of real property, including easements, located within 200 feet of any proposed above-ground structure that is part of the proposed development, such as a pumping station, treatment plant, groin, bulkhead, revetment or gabion, or dune walkover:

- A linear project of one-half mile or longer
- A shore protection development, including beach nourishment, beach and dune maintenance, or dune creation of one-half mile or longer
- A public project on a site of 50 acres or more
- An industrial or commercial project on a site of 100 acres or more
- Maintenance dredging of a State navigation channel of one-half mile or longer

For any other project, notice shall be sent to all owners of real property, including easements, located within 200 feet of the site of the proposed regulated activity.

The owners of real property, including easements, shall be those on a list that was certified by the municipality, with a date of certification no more than one year prior to the date the application is submitted.

G. For projects located within the inundation risk zone (N.J.A.C. 7:7-9.50) - Local emergency responders serving the project site, as identified by the municipality, including the police department, fire department, emergency medical services, and office of emergency management. If a municipality does not possess one or more emergency responders listed above, then the notice shall instead be provided to the corresponding county or State equivalent emergency responder.

• Documentation of compliance with this requirement shall consist of:

1. A copy of the certified United States Postal Service white mailing receipt for each public notice that was mailed, or other written receipt;
2. A certified list of all owners of real property, including easements, located within 200 feet of the property boundary of the site (including name, mailing address, lot, and block) prepared by the municipality for each municipality in which the project is located. The date of certification of the list shall be no earlier than one year prior to the date the application is submitted to the Department; and
3. A copy of the form notice letter.

• The form notice letter required under N.J.A.C. 7:7-24.3(d)1iii shall read as follows:

"This letter is to provide you with legal notification that an application for an authorization pursuant to coastal general permit-by-certification # <<ENTER GPC #>> <<has been/will be>> submitted to the New Jersey Department of Environmental Protection, Division of Land Resource Protection for the development shown on the enclosed plan(s). A brief description of the proposed project follows:

<<INSERT DESCRIPTION OF THE PROPOSED PROJECT>>. (IF APPLICABLE) Activities proposed within an inundation risk zone, pursuant to N.J.A.C. 7:7-9.50, include: <<INSERT DESCRIPTION OF THE PROPOSED ACTIVITIES IN AN INUNDATION RISK ZONE>>.

The complete permit application package can be reviewed at either the municipal clerk's office in the municipality in which the site subject to the application is located, or by

appointment at the Department's Trenton Office. The Department of Environmental Protection welcomes comments and any information that you may provide concerning the proposed development and site. Please submit your written comments within 15 calendar days of receiving this letter to:

New Jersey Department of Environmental Protection
Division of Land Resource Protection
P.O. Box 420, Code 501-02A
Trenton, New Jersey 08625
Attn: (Municipality and county in which the property is located) Supervisor"

Newspaper notice (N.J.A.C. 7:7-24.5)

Newspaper notice, in the form of a legal notice or display advertisement in the official newspaper of the municipality(ies) in which the project site is located, or if no official newspaper exists, in a newspaper with general circulation in the municipality(ies), is required for the following projects:

- A. A linear project of one-half mile or longer
- B. A shore protection development, including beach nourishment, beach and dune maintenance, or dune creation of one-half mile or longer
- C. A public project on a site of 50 acres or more
- D. An industrial or commercial project on a site of 100 acres or more
- E. Maintenance dredging of a State navigation channel of one-half mile or longer

If your project is not one listed above, newspaper notice is not required.

- Documentation of newspaper notice shall consist of:
 - 1. A copy of the published newspaper notice; and
 - 2. The date and name of the newspaper in which notice was published.
- The newspaper notice may be either a legal notice or display advertisement and must read as follows:

"Take notice that an application for an authorization under coastal general permit-by-certification # <<ENTER GPC #>> <<has been/will be>> submitted to the New Jersey Department of Environmental Protection, Division of Land Resource Protection for the development described below:

APPLICANT:

PROJECT NAME:

PROJECT DESCRIPTION:

DESCRIPTION OF ACTIVITIES IN AN INUNDATION RISK ZONE: (if applicable)

PROJECT STREET ADDRESS:

BLOCK: LOT:

MUNICIPALITY: COUNTY:

The complete permit application package can be reviewed at either the municipal clerk's office in the municipality in which the site subject to the application is located, or by appointment at the Department's Trenton Office. The Department of Environmental Protection welcomes comments and any information that you may provide concerning the proposed development and site. Please submit your written comments within 15 calendar days of receiving this letter to:

New Jersey Department of Environmental Protection
Division of Land Resource Protection
P.O. Box 420, Code 501-02A
Trenton, New Jersey 08625
Attn: (Municipality and county in which the property is located) Supervisor"

- 9. Certification that the applicant has obtained written consent from the property owner that the application can be made on the property owner's behalf. This certification is required regardless of whether the

applicant and property owner are the same person. The property owner certification form can be used to obtain the necessary signatures. The form is available at:

https://dep.nj.gov/wlm/wp-content/uploads/wlm/downloads/eservices/lur_042.pdf.

10. The PIN that was issued to the applicant upon registering with the Department's online permitting system.
11. The \$1,000.00 application fee for a general permit-by-certification, set forth at N.J.A.C. 7:7-25.1. No fee is required for general permits-by-certification 3, 4, 11, and 12.
12. National Flood Insurance Program:
 - i. The applicant must submit one of the following, as appropriate:
 - For activities proposed within a FEMA-adopted regulatory floodway, where the proposed activities would result in no net increase (0.00 feet) to the 100-year flood elevation as depicted on FEMA flood mapping, the applicant shall provide an engineering certification to the local floodplain administrator having jurisdiction over the site confirming that the project will meet FEMA's no rise criteria;
 - For activities proposed within a FEMA-adopted regulatory floodway, where the proposed activities would result in no net increase (0.00 feet) to the 100-year flood elevation as depicted on FEMA flood mapping, the applicant shall provide an engineering certification to the local floodplain administrator having jurisdiction over the site confirming that the project will meet FEMA's no rise criteria; or
 - For activities proposed within a FEMA-adopted special flood hazard area with no designated regulatory floodway, where the proposed activities would, when combined with all other existing and anticipated development within the flood hazard area, result in a cumulative increase of greater than 0.20 feet in the 100-year flood elevation depicted on FEMA flood mapping, the applicant shall apply for and obtain a Conditional Letter of Map Revision (CLOMR) from FEMA.
 - ii. Hydraulic calculations must be rounded to the nearest one-hundredth of a foot.
 - iii. The applicant must upload a copy of FEMA's no rise certification or approved CLOMR at <https://www.nj.gov/dep/online>.

To obtain an authorization under general permit-by-certification 5 for the expansion of a single-family home or duplex, it will be necessary to certify to the following concerning the proposed activity:

1. The site identified in the application is the actual location of the project site;
2. Public notice of the application has been provided in accordance with N.J.A.C. 7:7-24;
3. Written consent from the property owner that the application can be made on the property owner's behalf has been obtained by the applicant. This certification is required regardless of whether the applicant and property owner are the same person;
4. The project consists of the expansion of a legally constructed, single-family home or duplex;
5. The existing single-family home or duplex was legally constructed and could have been legally occupied within the most recent five-year period;
6. The expansion will be located on the non-waterward side of the existing single-family home or duplex;
7. The expansion is not proposed on a beach, dune, or wetland;
8. The expansion meets the Flood Hazard Area Rule requirements pursuant to N.J.A.C. 7:7-9.25;
9. The expansion does not exceed a cumulative surface area of 400 square feet on the property constructed after July 19, 1994;
10. If the project is located within a FEMA-adopted regulatory floodway or a FEMA-adopted special flood hazard with no regulatory floodway that, in order to comply with the requirements of FEMA's National Flood Insurance Program, submission of the required engineering certification, confirming

that the project will meet FEMA's "no rise" criteria or a Conditional Letter of Map Revision (CLOMR) from FEMA at <https://dep.nj.gov/wlm/eservices/lrp-eservices/#sai>;

11. The authorization is not valid until the Department receives the "no rise" certification of the CLOMR.

Once the online application process is successfully completed, the authorization will be accessible through the Department's online permitting system at <https://dep.nj.gov/online/>. Please DO NOT submit paper copies of the certification to the Department.



State of New Jersey

Department of Environmental Protection



Revised: January 20, 2026

Website: <https://dep.nj.gov/wlm/>

COASTAL ZONE MANAGEMENT APPLICATION CHECKLIST

General Permit-by-Certification 6- Development of a single-family home or duplex and/or accessory development on a bulkheaded lagoon lot

To apply for an authorization under general permits-by-certification, please visit the Department's online permitting system at <https://dep.nj.gov/online/>. (DO NOT submit paper copies of this information to the Department):

NOTES: General Permits-by-Certification 4, 5, 6, 7, 8, and 10 may only be submitted by a licensed professional engineer or registered architect on behalf of the applicant.

CALL NJDEP AT (609) 777-0454 IF YOU HAVE ANY QUESTIONS

Please gather and prepare the following information for all the general permits-by-certification prior to beginning online application:

1. The number and subject matter of the general permit-by-certification under which the application will be made.
2. The name of or other identifier for the proposed project.
3. The location of the proposed activity or project, including address, city, state, zip code, municipality, State plane coordinates, lot, and block.
4. Information specific to the proposed project (see section below).
5. A sketch or drawing depicting the full length of the project and access including: the title of plan, the preparer of the plan, original date of preparation, and last revision date.
6. Contact information for both the applicant and the property owner, including: name, address, telephone number, e-mail address, municipality, county, organization, and organization type
7. Contact information for both the municipal and county clerks, including: name, address, telephone number, e-mail address, municipality, county, organization, and organization type
8. Documentation that notice of the application has been provided in accordance with N.J.A.C. 7:7-24, as follows:

i. Notice to municipal clerk (N.J.A.C. 7:7-24.3(a))

A copy of the entire application, as submitted to the Department, must be provided to the municipal clerk in each municipality in which the site is located.

- Documentation of compliance with this requirement shall consist of a copy of the certified United States Postal Service white mailing receipt, or other written receipt, for each copy of the application sent.

ii. Notice to governmental entities and property owners (N.J.A.C. 7:7-24.3(b) and (c))

A brief description of the proposed project, a legible copy of the site plan, and the form notice letter described at N.J.A.C. 7:7-24.3(d)1iii must be sent to the following recipients:

- A. The construction official of each municipality in which the site is located;
- B. The environmental commission, or other government agency with similar responsibilities, of each

municipality in which the site is located;

- C. The planning board of each municipality in which the site is located;
- D. The planning board of each county in which the site is located;
- E. The local Soil Conservation District if the regulated activity or project will disturb 5,000 square feet or more of land; The Delaware Coastal Management Program if the activity is within the 12-mile circle with Delaware or is within 200 feet of the 12-mile circle; and
- F. Adjacent property owners:

If the application is for one of the following projects (listed at N.J.A.C. 7:7-24.3(c)1-5), notice shall be sent to all owners of real property, including easements, located within 200 feet of any proposed above-ground structure that is part of the proposed development, such as a pumping station, treatment plant, groin, bulkhead, revetment or gabion, or dune walkover:

- A linear project of one-half mile or longer
- A shore protection development, including beach nourishment, beach and dune maintenance, or dune creation of one-half mile or longer
- A public project on a site of 50 acres or more
- An industrial or commercial project on a site of 100 acres or more
- Maintenance dredging of a State navigation channel of one-half mile or longer

For any other project, notice shall be sent to all owners of real property, including easements, located within 200 feet of the site of the proposed regulated activity.

The owners of real property, including easements, shall be those on a list that was certified by the municipality, with a date of certification no more than one year prior to the date the application is submitted.

- G. For projects located within the inundation risk zone (N.J.A.C. 7:7-9.50) - Local emergency responders serving the project site, as identified by the municipality, including the police department, fire department, emergency medical services, and office of emergency management. If a municipality does not possess one or more emergency responders listed above, then the notice shall instead be provided to the corresponding county or State equivalent emergency responder.

- Documentation of compliance with this requirement shall consist of:
 1. A copy of the certified United States Postal Service white mailing receipt for each public notice that was mailed, or other written receipt;
 2. A certified list of all owners of real property, including easements, located within 200 feet of the property boundary of the site (including name, mailing address, lot, and block) prepared by the municipality for each municipality in which the project is located. The date of certification of the list shall be no earlier than one year prior to the date the application is submitted to the Department; and
 3. A copy of the form notice letter.
- The form notice letter required under N.J.A.C. 7:7-24.3(d)1iii shall read as follows:

"This letter is to provide you with legal notification that an application for an authorization pursuant to coastal general permit-by-certification # <<ENTER GPC #>> <<has been/will be>> submitted to the New Jersey Department of Environmental Protection, Division of Land Resource Protection for the development shown on the enclosed plan(s). A brief description of the proposed project follows:

<<INSERT DESCRIPTION OF THE PROPOSED PROJECT>>. (IF APPLICABLE) Activities proposed within an inundation risk zone, pursuant to N.J.A.C. 7:7-9.50, include: <<INSERT DESCRIPTION OF THE PROPOSED ACTIVITIES IN AN INUDATION RISK ZONE>>.

The complete permit application package can be reviewed at either the municipal clerk's office in the municipality in which the site subject to the application is located, or by appointment at

the Department's Trenton Office. The Department of Environmental Protection welcomes comments and any information that you may provide concerning the proposed development and site. Please submit your written comments within 15 calendar days of receiving this letter to:

*New Jersey Department of Environmental Protection
Division of Land Resource Protection
P.O. Box 420, Code 501-02A
Trenton, New Jersey 08625
Attn: (Municipality and county in which the property is located) Supervisor"*

Newspaper notice (N.J.A.C. 7:7-24.5)

Newspaper notice, in the form of a legal notice or display advertisement in the official newspaper of the municipality(ies) in which the project site is located, or if no official newspaper exists, in a newspaper with general circulation in the municipality(ies), is required for the following projects:

- A. A linear project of one-half mile or longer
- B. A shore protection development, including beach nourishment, beach and dune maintenance, or dune creation of one-half mile or longer
- C. A public project on a site of 50 acres or more
- D. An industrial or commercial project on a site of 100 acres or more
- E. Maintenance dredging of a State navigation channel of one-half mile or longer

If your project is not one listed above, newspaper notice is not required.

- Documentation of newspaper notice shall consist of:
 - 1. A copy of the published newspaper notice; and
 - 2. The date and name of the newspaper in which notice was published.
- The newspaper notice may be either a legal notice or display advertisement and must read as follows:

"Take notice that an application for an authorization under coastal general permit-by-certification # <<ENTER GPC #>> <<has been/will be>> submitted to the New Jersey Department of Environmental Protection, Division of Land Resource Protection for the development described below:

APPLICANT:

PROJECT NAME:

PROJECT DESCRIPTION:

DESCRIPTION OF ACTIVITIES IN AN INUNDATION RISK ZONE: (if applicable)

PROJECT STREET ADDRESS:

BLOCK: LOT:

MUNICIPALITY: COUNTY:

The complete permit application package can be reviewed at either the municipal clerk's office in the municipality in which the site subject to the application is located, or by appointment at the Department's Trenton Office. The Department of Environmental Protection welcomes comments and any information that you may provide concerning the proposed development and site. Please submit your written comments within 15 calendar days of receiving this letter to:

*New Jersey Department of Environmental Protection
Division of Land Resource Protection
P.O. Box 420, Code 501-02A
Trenton, New Jersey 08625
Attn: (Municipality and county in which the property is located) Supervisor"*

- 9. Certification that the applicant has obtained written consent from the property owner that the application can be made on the property owner's behalf. This certification is required regardless of whether the applicant and property owner are the same person. The property owner certification form can be used to

obtain the necessary signatures. The form is available at:

https://dep.nj.gov/wlm/wp-content/uploads/wlm/downloads/eservices/lur_042.pdf.

10. The PIN that was issued to the applicant upon registering with the Department's online permitting system.
11. The \$1,000.00 application fee for a general permit-by-certification, set forth at N.J.A.C. 7:7-25.1. No fee is required for general permits-by-certification 3, 4, 11, and 12.
12. National Flood Insurance Program:
 - i. The applicant must submit one of the following, as appropriate:
 - Proposed activities within a FEMA-adopted regulatory floodway, and the proposed activities For activities proposed within a FEMA-adopted regulatory floodway, where the proposed activities would result in no net increase (0.00 feet) to the 100-year flood elevation as depicted on FEMA flood mapping, the applicant shall provide an engineering certification to the local floodplain administrator having jurisdiction over the site confirming that the project will meet FEMA's no rise criteria;
 - For activities proposed within a FEMA-adopted regulatory floodway, where the proposed activities would result in no net increase (0.00 feet) to the 100-year flood elevation as depicted on FEMA flood mapping, the applicant shall provide an engineering certification to the local floodplain administrator having jurisdiction over the site confirming that the project will meet FEMA's no rise criteria; or
 - For activities proposed within a FEMA-adopted special flood hazard area with no designated regulatory floodway, where the proposed activities would, when combined with all other existing and anticipated development within the flood hazard area, result in a cumulative increase of greater than 0.20 feet in the 100-year flood elevation depicted on FEMA flood mapping, the applicant shall apply for and obtain a Conditional Letter of Map Revision (CLOMR) from FEMA.
 - ii. Hydraulic calculations must be rounded to the nearest one-hundredth of a foot.
 - iii. The applicant must upload a copy of FEMA's no rise certification or approved CLOMR at <https://www.nj.gov/dep/online>.

To obtain an authorization under general permit-by-certification 6, development of a single-family home or duplex and/or accessory development on a bulkheaded lagoon lot, it will be necessary to certify to the following concerning the proposed activity:

1. The site identified in the application is the actual location of the project site;
2. Public notice of the application has been provided in accordance with N.J.A.C. 7:7-24;
3. Written consent from the property owner that the application can be made on the property owner's behalf has been obtained by the applicant. This certification is required regardless of whether the applicant and property owner are the same person;
4. Development does not result in more than one-single family or duplex, either solely or in conjunction with a pervious development as defined pursuant to N.J.A.C. 7:7-2.2(b)8;
5. The site is located on a man-made lagoon lot, with an existing bulkhead along the entire waterfront portion of the site;
6. All waterfront portions of the site are protected by a currently serviceable bulkhead;
7. No wetlands are on the site landward of the bulkhead;
8. The single-family home or duplex and any accessory structures, excluding decks, are set back a minimum of 15 feet from the waterward face of the bulkhead;
9. If there is no alternative to locating the proposed single-family home or duplex and accessory structures at least 15 feet landward of the bulkhead and an engineering certification has been obtained demonstrating that, after the proposed development has been constructed, the shore protection structure can be replaced within 18 inches of the existing bulkhead.
10. A silt fence will be erected landward of the bulkhead with a 10-foot landward return on each end

prior to construction. This fence will be maintained and remain in place until all construction and landscaping activities are completed;

11. If development includes the construction of a driveway, any newly constructed portion of the driveway shall be covered with a permeable material or shall be pitched to drain all runoff onto permeable areas of the site;
12. Development meets the requirements of the Flood Hazard Area Rule pursuant to N.J.A.C. 7:7-9.25;
13. The single-family home or duplex shall be serviced by an existing municipal sewer system;
14. All sub-gravel liners will be made of filter cloth or other permeable material;

Once the online application process is successfully completed, the authorization will be accessible through the Department's online permitting system at <https://dep.nj.gov/online/>. Please DO NOT submit paper copies of the certification to the Department.



State of New Jersey

Department of Environmental Protection



Revised: January 20, 2026

Website: <https://dep.nj.gov/wlm/>

COASTAL ZONE MANAGEMENT APPLICATION CHECKLIST

General Permits-by-Certification 7 – Reconstruction of a residential or commercial development within the same footprint

To apply for an authorization under general permits-by-certification, please visit the Department's online permitting system at <https://dep.nj.gov/online/>. (DO NOT submit paper copies of this information to the Department):

NOTES: General Permits-by-Certification 4, 5, 6, 7, 8, and 10 may only be submitted by a licensed professional engineer or registered architect on behalf of the applicant.

CALL NJDEP AT (609) 777-0454 IF YOU HAVE ANY QUESTIONS

Please gather and prepare the following information for all the general permits-by-certification prior to beginning online application:

1. The number and subject matter of the general permit-by-certification under which the application will be made.
2. The name of or other identifier for the proposed project.
3. The location of the proposed activity or project, including address, city, state, zip code, municipality, State plane coordinates, lot, and block.
4. Information specific to the proposed project (see section below).
5. A sketch or drawing depicting the full length of the project and access including: the title of plan, the preparer of the plan, original date of preparation, and last revision date.
6. Contact information for both the applicant and the property owner, including: name, address, telephone number, e-mail address, municipality, county, organization, and organization type
7. Contact information for both the municipal and county clerks, including: name, address, telephone number, e-mail address, municipality, county, organization, and organization type
8. Documentation that notice of the application has been provided in accordance with N.J.A.C. 7:7-24, as follows:

i. Notice to municipal clerk (N.J.A.C. 7:7-24.3(a))

A copy of the entire application, as submitted to the Department, must be provided to the municipal clerk in each municipality in which the site is located.

- Documentation of compliance with this requirement shall consist of a copy of the certified United States Postal Service white mailing receipt, or other written receipt, for each copy of the application sent.

ii. Notice to governmental entities and property owners (N.J.A.C. 7:7-24.3(b) and (c))

A brief description of the proposed project, a legible copy of the site plan, and the form notice letter described at N.J.A.C. 7:7-24.3(d)1iii must be sent to the following recipients:

- A. The construction official of each municipality in which the site is located;
- B. The environmental commission, or other government agency with similar responsibilities, of each

municipality in which the site is located;

- C. The planning board of each municipality in which the site is located;
- D. The planning board of each county in which the site is located;
- E. The local Soil Conservation District if the regulated activity or project will disturb 5,000 square feet or more of land; The Delaware Coastal Management Program if the activity is within the 12-mile circle with Delaware or is within 200 feet of the 12-mile circle; and
- F. Adjacent property owners:

If the application is for one of the following projects (listed at N.J.A.C. 7:7-24.3(c)1-5), notice shall be sent to all owners of real property, including easements, located within 200 feet of any proposed above-ground structure that is part of the proposed development, such as a pumping station, treatment plant, groin, bulkhead, revetment or gabion, or dune walkover:

- A linear project of one-half mile or longer
- A shore protection development, including beach nourishment, beach and dune maintenance, or dune creation of one-half mile or longer
- A public project on a site of 50 acres or more
- An industrial or commercial project on a site of 100 acres or more
- Maintenance dredging of a State navigation channel of one-half mile or longer

For any other project, notice shall be sent to all owners of real property, including easements, located within 200 feet of the site of the proposed regulated activity.

The owners of real property, including easements, shall be those on a list that was certified by the municipality, with a date of certification no more than one year prior to the date the application is submitted.

- G. For projects located within the inundation risk zone (N.J.A.C. 7:7-9.50) - Local emergency responders serving the project site, as identified by the municipality, including the police department, fire department, emergency medical services, and office of emergency management. If a municipality does not possess one or more emergency responders listed above, then the notice shall instead be provided to the corresponding county or State equivalent emergency responder.

- Documentation of compliance with this requirement shall consist of:
 1. A copy of the certified United States Postal Service white mailing receipt for each public notice that was mailed, or other written receipt;
 2. A certified list of all owners of real property, including easements, located within 200 feet of the property boundary of the site (including name, mailing address, lot, and block) prepared by the municipality for each municipality in which the project is located. The date of certification of the list shall be no earlier than one year prior to the date the application is submitted to the Department; and
 3. A copy of the form notice letter.

- The form notice letter required under N.J.A.C. 7:7-24.3(d)1iii shall read as follows:

"This letter is to provide you with legal notification that an application for an authorization pursuant to coastal general permit-by-certification # <<ENTER GPC #>> <<has been/will be>> submitted to the New Jersey Department of Environmental Protection, Division of Land Resource Protection for the development shown on the enclosed plan(s). A brief description of the proposed project follows:

<<INSERT DESCRIPTION OF THE PROPOSED PROJECT>>. (IF APPLICABLE) Activities proposed within an inundation risk zone, pursuant to N.J.A.C. 7:7-9.50, include: <<INSERT DESCRIPTION OF THE PROPOSED ACTIVITIES IN AN INUDATION RISK ZONE>>.

The complete permit application package can be reviewed at either the municipal clerk's office in the municipality in which the site subject to the application is located, or by appointment at

the Department's Trenton Office. The Department of Environmental Protection welcomes comments and any information that you may provide concerning the proposed development and site. Please submit your written comments within 15 calendar days of receiving this letter to:

*New Jersey Department of Environmental Protection
Division of Land Resource Protection
P.O. Box 420, Code 501-02A
Trenton, New Jersey 08625
Attn: (Municipality and county in which the property is located) Supervisor"*

Newspaper notice (N.J.A.C. 7:7-24.5)

Newspaper notice, in the form of a legal notice or display advertisement in the official newspaper of the municipality(ies) in which the project site is located, or if no official newspaper exists, in a newspaper with general circulation in the municipality(ies), is required for the following projects:

- A. A linear project of one-half mile or longer
- B. A shore protection development, including beach nourishment, beach and dune maintenance, or dune creation of one-half mile or longer
- C. A public project on a site of 50 acres or more
- D. An industrial or commercial project on a site of 100 acres or more
- E. Maintenance dredging of a State navigation channel of one-half mile or longer

If your project is not one listed above, newspaper notice is not required.

- Documentation of newspaper notice shall consist of:
 - 1. A copy of the published newspaper notice; and
 - 2. The date and name of the newspaper in which notice was published.
- The newspaper notice may be either a legal notice or display advertisement and must read as follows:

"Take notice that an application for an authorization under coastal general permit-by-certification # <<ENTER GPC #>> <<has been/will be>> submitted to the New Jersey Department of Environmental Protection, Division of Land Resource Protection for the development described below:

APPLICANT:

PROJECT NAME:

PROJECT DESCRIPTION:

DESCRIPTION OF ACTIVITIES IN AN INUNDATION RISK ZONE: (if applicable)

PROJECT STREET ADDRESS:

BLOCK: LOT:

MUNICIPALITY: COUNTY:

The complete permit application package can be reviewed at either the municipal clerk's office in the municipality in which the site subject to the application is located, or by appointment at the Department's Trenton Office. The Department of Environmental Protection welcomes comments and any information that you may provide concerning the proposed development and site. Please submit your written comments within 15 calendar days of receiving this letter to:

*New Jersey Department of Environmental Protection
Division of Land Resource Protection
P.O. Box 420, Code 501-02A
Trenton, New Jersey 08625
Attn: (Municipality and county in which the property is located) Supervisor"*

- 9. Certification that the applicant has obtained written consent from the property owner that the application can be made on the property owner's behalf. This certification is required regardless of whether the applicant and property owner are the same person. The property owner certification form can be used to

obtain the necessary signatures. The form is available at:

https://dep.nj.gov/wlm/wp-content/uploads/wlm/downloads/eservices/lur_042.pdf.

10. The PIN that was issued to the applicant upon registering with the Department's online permitting system.
11. The \$1,000.00 application fee for a general permit-by-certification, set forth at N.J.A.C. 7:7-25.1. No fee is required for general permits-by-certification 3, 4, 11, and 12.
12. National Flood Insurance Program:
 - i. The applicant must submit one of the following, as appropriate:
 - For activities proposed within a FEMA-adopted regulatory floodway, where the proposed activities would result in no net increase (0.00 feet) to the 100-year flood elevation as depicted on FEMA flood mapping, the applicant shall provide an engineering certification to the local floodplain administrator having jurisdiction over the site confirming that the project will meet FEMA's no rise criteria;
 - For activities proposed within a FEMA-adopted regulatory floodway, where the proposed activities would result in no net increase (0.00 feet) to the 100-year flood elevation as depicted on FEMA flood mapping, the applicant shall provide an engineering certification to the local floodplain administrator having jurisdiction over the site confirming that the project will meet FEMA's no rise criteria; or
 - For activities proposed within a FEMA-adopted special flood hazard area with no designated regulatory floodway, where the proposed activities would, when combined with all other existing and anticipated development within the flood hazard area, result in a cumulative increase of greater than 0.20 feet in the 100-year flood elevation depicted on FEMA flood mapping, the applicant shall apply for and obtain a Conditional Letter of Map Revision (CLOMR) from FEMA.
 - ii. Hydraulic calculations must be rounded to the nearest one-hundredth of a foot.
 - iii. The applicant must upload a copy of FEMA's no rise certification or approved CLOMR at <https://www.nj.gov/dep/online>.

To obtain an authorization under general permit-by-certification 7 for the reconstruction of a residential or commercial development within the same footprint, it will be necessary to certify to the following concerning the proposed activity:

1. The site identified in the application is the actual location of the project site;
2. Public notice of the application has been provided in accordance with N.J.A.C. 7:7-24;
3. Written consent from the property owner that the application can be made on the property owner's behalf has been obtained by the applicant. This certification is required regardless of whether the applicant and property owner are the same person;
4. Consists of the reconstruction of a residential or commercial development within the same footprint;
5. Complies with existing municipal code, as well as State and Federal law;
6. Will not enlarge or relocate the development footprint;
7. For residential development, will not increase the number of dwelling units;
8. For commercial development, will not increase the number of parking spaces or equivalent paved areas associated with the development;
9. Complies with the requirements at N.J.A.C. 7:7-9.25;
10. Does not result in the reconstruction of a residential or commercial development waterward of the mean high waterline;
11. Does not increase the area covered by buildings and/or asphalt or concrete pavement;
12. If the project is located within a FEMA-adopted regulatory floodway, or within a FEMA-adopted special flood hazard area with no regulatory floodway that, in order to the requirements of FEMA's National Flood Insurance Program, (pursuant to 44 CFR 60.3), submission of the required

engineering certification confirming that the project will meet FEMA's "no rise" criteria or a Conditional Letter of Map Revision (CLOMR) from FEMA as appropriate at <https://dep.nj.gov/wlm/eservices/lrp-eservices/#sai> and "I understand that this authorization is not valid until the Department is in receipt of the "no rise" certification of the "CLOMR".

Once the online application process is successfully completed, the authorization will be accessible through the Department's online permitting system at <https://dep.nj.gov/online/>. Please DO NOT submit paper copies of the certification to the Department.



State of New Jersey

Department of Environmental Protection



Revised: January 20, 2026

Website: <https://dep.nj.gov/wlm/>

COASTAL ZONE MANAGEMENT APPLICATION CHECKLIST

General Permits-by-Certification 8- Expansion or relocation (with or without expansion) of the footprint of a residential or commercial development

To apply for an authorization under general permits-by-certification, please visit the Department's online permitting system at <https://dep.nj.gov/online/>. (DO NOT submit paper copies of this information to the Department):

NOTES: General Permits-by-Certification 4, 5, 6, 7, 8, and 10 may only be submitted by a licensed professional engineer or registered architect on behalf of the applicant.

CALL NJDEP AT (609) 777-0454 IF YOU HAVE ANY QUESTIONS

Please gather and prepare the following information for all the general permits-by-certification prior to beginning online application:

1. The number and subject matter of the general permit-by-certification under which the application will be made.
2. The name of or other identifier for the proposed project.
3. The location of the proposed activity or project, including address, city, state, zip code, municipality, State plane coordinates, lot, and block.
4. Information specific to the proposed project (see section below).
5. A sketch or drawing depicting the full length of the project and access including: the title of plan, the preparer of the plan, original date of preparation, and last revision date.
6. Contact information for both the applicant and the property owner, including: name, address, telephone number, e-mail address, municipality, county, organization, and organization type
7. Contact information for both the municipal and county clerks, including: name, address, telephone number, e-mail address, municipality, county, organization, and organization type
8. Documentation that notice of the application has been provided in accordance with N.J.A.C. 7:7-24, as follows:

i. Notice to municipal clerk (N.J.A.C. 7:7-24.3(a))

A copy of the entire application, as submitted to the Department, must be provided to the municipal clerk in each municipality in which the site is located.

- Documentation of compliance with this requirement shall consist of a copy of the certified United States Postal Service white mailing receipt, or other written receipt, for each copy of the application sent.

ii. Notice to governmental entities and property owners (N.J.A.C. 7:7-24.3(b) and (c))

A brief description of the proposed project, a legible copy of the site plan, and the form notice letter described at N.J.A.C. 7:7-24.3(d)1iii must be sent to the following recipients:

- A. The construction official of each municipality in which the site is located;

- B. The environmental commission, or other government agency with similar responsibilities, of each municipality in which the site is located;
- C. The planning board of each municipality in which the site is located;
- D. The planning board of each county in which the site is located;
- E. The local Soil Conservation District if the regulated activity or project will disturb 5,000 square feet or more of land; The Delaware Coastal Management Program if the activity is within the 12-mile circle with Delaware or is within 200 feet of the 12-mile circle; and

F. Adjacent property owners:

If the application is for one of the following projects (listed at N.J.A.C. 7:7-24.3(c)1-5), notice shall be sent to all owners of real property, including easements, located within 200 feet of any proposed above-ground structure that is part of the proposed development, such as a pumping station, treatment plant, groin, bulkhead, revetment or gabion, or dune walkover:

- A linear project of one-half mile or longer
- A shore protection development, including beach nourishment, beach and dune maintenance, or dune creation of one-half mile or longer
- A public project on a site of 50 acres or more
- An industrial or commercial project on a site of 100 acres or more
- Maintenance dredging of a State navigation channel of one-half mile or longer

For any other project, notice shall be sent to all owners of real property, including easements, located within 200 feet of the site of the proposed regulated activity.

The owners of real property, including easements, shall be those on a list that was certified by the municipality, with a date of certification no more than one year prior to the date the application is submitted.

- G. For projects located within the inundation risk zone (N.J.A.C. 7:7-9.50) - Local emergency responders serving the project site, as identified by the municipality, including the police department, fire department, emergency medical services, and office of emergency management. If a municipality does not possess one or more emergency responders listed above, then the notice shall instead be provided to the corresponding county or State equivalent emergency responder.

- Documentation of compliance with this requirement shall consist of:
 1. A copy of the certified United States Postal Service white mailing receipt for each public notice that was mailed, or other written receipt;
 2. A certified list of all owners of real property, including easements, located within 200 feet of the property boundary of the site (including name, mailing address, lot, and block) prepared by the municipality for each municipality in which the project is located. The date of certification of the list shall be no earlier than one year prior to the date the application is submitted to the Department; and
 3. A copy of the form notice letter.
- The form notice letter required under N.J.A.C. 7:7-24.3(d)1iii shall read as follows:

"This letter is to provide you with legal notification that an application for an authorization pursuant to coastal general permit-by-certification # <<ENTER GPC #>> <<has been/will be>> submitted to the New Jersey Department of Environmental Protection, Division of Land Resource Protection for the development shown on the enclosed plan(s). A brief description of the proposed project follows:

<<INSERT DESCRIPTION OF THE PROPOSED PROJECT>>. (IF APPLICABLE) Activities proposed within an inundation risk zone, pursuant to N.J.A.C. 7:7-9.50, include: <<INSERT DESCRIPTION OF THE PROPOSED ACTIVITIES IN AN INUDATION RISK ZONE>>.

The complete permit application package can be reviewed at either the municipal clerk's office

in the municipality in which the site subject to the application is located, or by appointment at the Department's Trenton Office. The Department of Environmental Protection welcomes comments and any information that you may provide concerning the proposed development and site. Please submit your written comments within 15 calendar days of receiving this letter to:

*New Jersey Department of Environmental Protection
Division of Land Resource Protection
P.O. Box 420, Code 501-02A
Trenton, New Jersey 08625
Attn: (Municipality and county in which the property is located) Supervisor"*

Newspaper notice (N.J.A.C. 7:7-24.5)

Newspaper notice, in the form of a legal notice or display advertisement in the official newspaper of the municipality(ies) in which the project site is located, or if no official newspaper exists, in a newspaper with general circulation in the municipality(ies), is required for the following projects:

- A. A linear project of one-half mile or longer
- B. A shore protection development, including beach nourishment, beach and dune maintenance, or dune creation of one-half mile or longer
- C. A public project on a site of 50 acres or more
- D. An industrial or commercial project on a site of 100 acres or more
- E. Maintenance dredging of a State navigation channel of one-half mile or longer

If your project is not one listed above, newspaper notice is not required.

- Documentation of newspaper notice shall consist of:
 - 1. A copy of the published newspaper notice; and
 - 2. The date and name of the newspaper in which notice was published.
- The newspaper notice may be either a legal notice or display advertisement and must read as follows:

"Take notice that an application for an authorization under coastal general permit-by-certification # <<ENTER GPC #>> <<has been/will be>> submitted to the New Jersey Department of Environmental Protection, Division of Land Resource Protection for the development described below:

APPLICANT:

PROJECT NAME:

PROJECT DESCRIPTION:

DESCRIPTION OF ACTIVITIES IN AN INUNDATION RISK ZONE: (if applicable)

PROJECT STREET ADDRESS:

BLOCK: LOT:

MUNICIPALITY: COUNTY:

The complete permit application package can be reviewed at either the municipal clerk's office in the municipality in which the site subject to the application is located, or by appointment at the Department's Trenton Office. The Department of Environmental Protection welcomes comments and any information that you may provide concerning the proposed development and site. Please submit your written comments within 15 calendar days of receiving this letter to:

*New Jersey Department of Environmental Protection
Division of Land Resource Protection
P.O. Box 420, Code 501-02A
Trenton, New Jersey 08625
Attn: (Municipality and county in which the property is located) Supervisor"*

9. Certification that the applicant has obtained written consent from the property owner that the application can be made on the property owner's behalf. This certification is required regardless of whether the

applicant and property owner are the same person. The property owner certification form can be used to obtain the necessary signatures. The form is available at:

https://dep.nj.gov/wlm/wp-content/uploads/wlm/downloads/eservices/lur_042.pdf.

10. The PIN that was issued to the applicant upon registering with the Department's online permitting system.
11. The \$1,000.00 application fee for a general permit-by-certification, set forth at N.J.A.C. 7:7-25.1. No fee is required for general permits-by-certification 3, 4, 11, and 12.
12. National Flood Insurance Program:
 - i. The applicant must submit one of the following, as appropriate:
 - For activities proposed within a FEMA-adopted regulatory floodway, where the proposed activities would result in no net increase (0.00 feet) to the 100-year flood elevation as depicted on FEMA flood mapping, the applicant shall provide an engineering certification to the local floodplain administrator having jurisdiction over the site confirming that the project will meet FEMA's no rise criteria;
 - For activities proposed within a FEMA-adopted regulatory floodway, where the proposed activities would result in no net increase (0.00 feet) to the 100-year flood elevation as depicted on FEMA flood mapping, the applicant shall provide an engineering certification to the local floodplain administrator having jurisdiction over the site confirming that the project will meet FEMA's no rise criteria; or
 - For activities proposed within a FEMA-adopted special flood hazard area with no designated regulatory floodway, where the proposed activities would, when combined with all other existing and anticipated development within the flood hazard area, result in a cumulative increase of greater than 0.20 feet in the 100-year flood elevation depicted on FEMA flood mapping, the applicant shall apply for and obtain a Conditional Letter of Map Revision (CLOMR) from FEMA.
 - ii. Hydraulic calculations must be rounded to the nearest one-hundredth of a foot.
 - iii. The applicant must upload a copy of FEMA's no rise certification or approved CLOMR at <https://www.nj.gov/dep/online>.

To obtain an authorization under general permit-by-certification 8 for the expansion or relocation (with or without expansion) of the footprint of a residential or commercial development it will be necessary to certify to the following concerning the proposed activity:

1. The site identified in the application is the actual location of the project site;
2. Public notice of the application has been provided in accordance with N.J.A.C. 7:7-24;
3. Written consent from the property owner that the application can be made on the property owner's behalf has been obtained by the applicant. This certification is required regardless of whether the applicant and property owner are the same person;
4. Complies with applicable municipal codes as well as State and Federal law;
5. Is not proposed on a beach, dune, or wetland (except for when the expansion includes structures, such as stairs or an ADA-compliant ramp that are constructed only for access to a residential or commercial development required to be elevated pursuant to the New Jersey Uniform Construction Code, N.J.A.C. 5:23, in accordance with the Flood Hazard Area Control Act Rules, N.J.A.C. 7:13, there is no feasible alternative location for these structures outside of a beach, dune wetland, or other special areas as defined at N.J.A.C. 7:7E-3);
6. For residential development, the expansion does not result in an increase in the number of dwelling units;
7. For commercial development, the expansion does not result in an increase in the number of parking spaces or equivalent parking areas associated with the development;
8. The expansion or relocation does not result in additional impact to special areas as defined pursuant to N.J.A.C. 7:7-9 (except for when the expansion includes structures, such as stairs or an ADA-compliant

ramp that are constructed only for access to a residential or commercial development required to be elevated pursuant to the New Jersey Uniform Construction Code, N.J.A.C. 5:23, in accordance with the Flood Hazard Area Control Act Rules, N.J.A.C. 7:13, there is no feasible alternative location for these structures outside of a beach, dune wetland, or other special areas as defined at N.J.A.C. 7:7E-3);

9. Compliance with N.J.A.C. 7:7-9.25 and -9.26;
10. The expansion or relocation is not located waterward of the mean high water line;
11. The expansion does not increase the surface area of the footprint of the development by a cumulative total of more than 400 square feet on the property constructed after July 19, 1994.

Once the online application process is successfully completed, the authorization will be accessible through the Department's online permitting system at <https://dep.nj.gov/online/>. Please DO NOT submit paper copies of the certification to the Department.

APPENDIX C
Local Design Flood Elevation (LDFE) Worksheet

Worksheets 1, 2A, & 2B for Determining the Local Design Flood Elevation (LD FE)

Version 4.0 - 02/04/2026

¹ The Base Flood Elevation is the elevation of surface water resulting from a flood that has a 1% chance of equaling or exceeding that level in any given year (<https://www.fema.gov/about/glossary/base-flood-elevation-bfe>). In coastal areas, in a non-AO zone, you can use the BFE found on the map. In an AO zone, the BFE is the highest adjacent grade elevation plus, if available, the depth number from the map. If the depth number is not shown on the map, the BFE in an AO zone is the highest adjacent grade elevation plus 2 feet. FEMA provides flood risk guidance in a number of different products, all of which characterize areas with flood potential.

- a. Effective FEMA data can be found at <https://msc.fema.gov/portal/home>.
- b. Other available FEMA mapping (ex., Preliminary FIRM), based on more recent and updated flood data than the Effective maps, can be used for the purposes of better understanding the flood hazards faced by a location. The FEMA Best Available Flood Hazard data (ex, Preliminary FIS/FIRM, Pending FIS/FIRM, Advisory Flood Hazard Area Maps, and Community-Adopted Work Maps) is the most recent of flood risk guidance provided by FEMA. Look at all FEMA-provided flood risk guidance available at the location to determine the most recent. Preliminary and Pending FEMA data can be found at <https://msc.fema.gov/portal/home>, while Advisory Base Flood Elevation Maps can be found at <https://fema.maps.arcgis.com/home/item.html?id=6bd4d299935545e9b30207972b948376>. FEMA Work Maps, if adopted by a community, will be referenced in the Community's Flood Damage Prevention Ordinance and should be found on the Community website.

³Vertical datum conversion factor sources: FIS report or https://vdatum.noaa.gov/runapp_agreement.php

Comments:

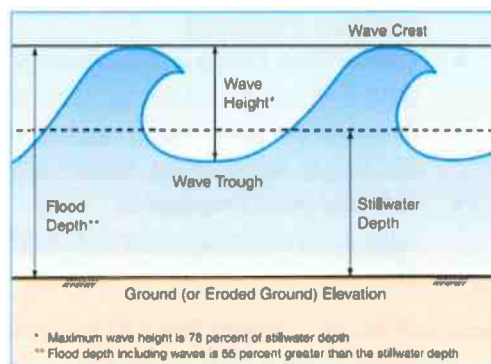
Worksheet # 2B – Determining the Wave Height Adjusted Preliminary and Effective 500-Year Map Elevation for ASCE24-14 Critical Buildings and Critical Actions under 44 CFR Part 9

The effective and preliminary FIRMs and FIS reports for a community typically have information regarding the 500-year floodplain. In New Jersey's coastal areas, neither the effective nor the preliminary 500-year floodplain map elevations include wave height in the specified elevation. These must be included using either the empirical methodology included in Method I of this worksheet or be calculated using the process and resources discussed in Method II.

Method I. Determining the Best Available Wave Height Adjusted 500-year Elevation Using Empirical Methodology

Empirical Formula:

$$\begin{aligned} \text{500 Year Elevation With Wave Height} = \\ & \text{500 Year FIS Study Elevation} + \\ & [.55 * (\text{500 Year FIS Study Elevation} - \\ & \text{Ground Surface Elevation})] \end{aligned}$$



Please note: all elevations must be rounded to the nearest 0.1 ft.

Wave Height Calculation Table for Critical Buildings in Coastal Zones					
Effective FIRM			Preliminary FIRM		
500 Year Stillwater Elevation <i>(found in FIS)</i>	Box 1A	FT	500 Year Stillwater Elevation <i>(found in FIS)</i>	Box 2A	FT
	NGVD29 NAVD88			NAVD88	
Ground Surface Elevation	Box 1B	FT	Ground Surface Elevation	Box 2B	FT
	NGVD29 NAVD88			NAVD88	
Wave Height (.55*(Box 1A-Box 1B)) <i>Ensure Box 1A & Box 1B are in the same vertical datum prior to calculation</i>	Box 1C	FT	Wave Height (.55*(Box 2A-Box 2B))	Box 2C	FT
	NGVD29 NAVD88			NAVD88	
500 Year Elevation w/ Wave Height (Box 1A + Box 1C) <i>Ensure Box 1A & Box 1C are in the same vertical datum prior to calculation</i>	Box 1D	FT	500 Year Elevation w/ Wave Height (Box 2A + Box 2C)	Box 2D	FT
	NGVD29 NAVD88			NAVD88	
500 Year Elevation w/ Wave Height in NAVD88 Elevations must be in NAVD88. Note conversion factor here if needed: NAVD88 = NGVD29 - _____ ft.	Box 1E	FT			
Select highest Elevation from Effective (Box 1E) and Preliminary (Box 2D) This is your ASCE 24 Class IV Critical Building 500-Year Elevation → Enter in Worksheet 2A Box 4				Box 3A	FT
					NAVD88

Worksheets 1, 2A, & 2B for Determining the Local Design Flood Elevation (LD FE)

Version 4.0 - 02/04/2026

Worksheet # 2A - Determining the Local Design Flood Elevation (Coastal) – Part I

Site Name:		Date:	
Address:			
Latitude (y):		Longitude (x):	

	FEMA Effective FIRM ^{1a}	FEMA Best Available Flood Hazard Data ^{1b} (Most recent of any of the following that are available: Preliminary FIRM, Pending FIRM, Advisory Map, Community-Adopted Work Maps) Circle most recent to use below
Data Available? (Y/N)		
Information on Available Data	Panel Number:	Panel Number:
	Panel Date:	Panel Date:
Flood Zone Designation Within LiMWA Area? (Y/N)		
	BFE ^{1a}	BFE ^{1b}
Flood Elevation rounded to nearest 0.1 ft		
Vertical Datum of Elevation (circle)	NGVD29 NAVD88	NAVD88
Elevation in NAVD88	<u>Convert, if needed</u>	<u>No conversion required</u>
Elevations must be in NAVD88. Note conversion factor ³ here if needed:		
NAVD88 = NGVD29 - _____ ft	NAVD88	NAVD88
Coastal – Climate-Adjusted Flood Elevation (CAFE) Conversion	<u>Add 4' then enter below</u>	<u>Add 4' then enter below</u>
	Box A	Box B
Resulting Elevation	NAVD88	NAVD88
<u>Irrespective of data availability</u> , a licensed NJ Professional Engineer may use NJFHACA Calculation (NJAC 7:13-3.8) Method to determine the DFE for design purposes. To use this method, <u>an unexpired Flood Hazard Verification Letter that includes a Climate-Adjusted Flood Elevation and is dated July 20th, 2026 or later</u> is necessary to ensure compliance with State standards. Enter elevation in Box D, if available.		
Elevation from Flood Hazard Verification Letter (in NAVD88):	Box D	NAVD88
Date of Letter Verifying the NJ Climate-Adjusted Flood Elevation (CAFE):		
<i>Select highest elevation from Box A and B, or use the elevation from Box D, to determine the New Jersey Climate-Adjusted Flood Elevation (CAFE) and input into Box E</i>		

Worksheets 1, 2A, & 2B for Determining the Local Design Flood Elevation (LD FE)

Version 4.0 - 02/04/2026

To approximate the DFE for design purposes, given that the project is in a watershed 50 acres or more in size, licensed NJ Professional Engineers may use the:

- NJFHACA Approximation Method in accordance with NJAC 7:13-3.7, given that none of the above data is available.
- NJFHACA Calculation Method in accordance with NJAC 7:13-3.8, irrespective of data availability.

To use either of these methods, an unexpired Flood Hazard Verification Letter that includes a Climate-Adjusted Flood Elevation and is dated July 17th, 2023 and later is necessary to ensure compliance with State standards. Enter elevation in Box D, if available.

Elevation from Flood Hazard Verification Letter Box D
(in NAVD88):

NAVD88

**Date of Letter Verifying the NJ Climate-Adjusted
Flood Elevation (CAFE):**

***Select highest elevation from Box A, B, and C, or use the elevation from Box D to be the
New Jersey Climate-Adjusted Flood Elevation (CAFE) and input into Box E***

¹ The Base Flood Elevation is the elevation of surface water resulting from a flood that has a 1% chance of equaling or exceeding that level in any given year (<https://www.fema.gov/about/glossary/base-flood-elevation-bfe>). In riverine areas, use the following order of preference for determining which of the available data to use for the BFE in a non-AO zone: Floodway Data Table (from the Flood Insurance Study), then Plotted Profile (from the Flood Insurance Study), then BFE on the map. In an AO zone, the BFE is the highest adjacent grade elevation plus, if available, the depth number from the map. If the depth number is not shown on the map, the BFE in an AO zone is the highest adjacent grade elevation plus 2 feet. FEMA provides flood risk guidance in a number of different products, all of which characterize areas with flood potential.

- Effective FEMA data can be found at <https://msc.fema.gov/portal/home>
- Other available FEMA mapping (ex., Preliminary FIRM), based on more recent and updated flood data than the Effective maps, can be used for the purposes of better understanding the flood hazards faced by a location. The FEMA Best Available Flood Hazard data (ex, Preliminary FIS/FIRM, Pending FIS/FIRM, Advisory Flood Hazard Area Maps, and Community-Adopted Work Maps) is the most recent of flood risk guidance provided by FEMA. Look at all FEMA-provided flood risk guidance available at the location to determine the most recent. Preliminary and Pending FEMA data can be found at <https://msc.fema.gov/portal/home>, while Advisory Base Flood Elevation Maps can be found at <https://fema.maps.arcgis.com/home/item.html?id=6bd4d299935545e9b30207972b948376>. FEMA Work Maps, if adopted by a community, will be referenced in the Community's Flood Damage Prevention Ordinance and should be found on the Community website.

² The New Jersey Flood Hazard Area Design Flood Elevation (NJFHADFE), as defined by the NJDEP in fluvial areas, is the predicted elevation of a flood with a 25% greater flow than the peak flow rate of the 1% annual chance flood. The NJFHADFE is delineated in state studies, as well as in the profiles of some rivers in FEMA's Effective, Pending, and Preliminary FIS's. An NJFHADFE delineation on a FEMA Effective FIRM supersedes a delineation on a state study, in which case the state study column of this sheet can be ignored.

- To identify whether a location is in the vicinity of a state-studied water, use Appendix 2 of the FHACA Rules (N.J.A.C. 7:13) or visit https://www.nj.gov/dep/floodcontrol/studied_streams.htm.
- To identify whether the location is in the vicinity of a FEMA-studied water with an NJFHADFE delineation, observe whether the NJFHADFE is plotted on the profile of nearby rivers in either the Effective or Preliminary FIS.

³Vertical datum conversion factor sources: FIS report or https://vdatum.noaa.gov/runapp_agreement.php

Comments:

APPENDIX D
PART IV – FLOOD INFORMATION – Site Specifications

PART IV – FLOOD INFORMATION - To Be Completed by the Floodplain Administrator

Non-residential building:	Section D-1
Building in a non-coastal A-Zone^:	Section D-2
Building in a V Zone or Coastal A Zone^:	Section D-3
Multi-family or mixed-use building:	Section D-4
Agricultural structure:	Section D-5
Accessory structure:	Section D-6
Elevator proposed:	Section D-7
Below-grade parking proposed:	Section D-8

^Non-coastal A Zone is defined as riverine areas or tidal areas landward of the Limit of Moderate Wave Action (LIMWA). Coastal A Zone is defined as tidal areas seaward of the Limit of Moderate Wave Action (LIMWA).

D-1

SITE SPECIFICATIONS – NON-RESIDENTIAL BUILDINGS ONLY	
Lowest Electrical/Mechanical Equipment	Description: _____
Dry Floodproofing Certificate for areas below the Base Flood Elevation plus a minimum of 1-foot Freeboard	Y / N
Flood Resistant Materials	Y / N

SITE SPECIFICATIONS – A ZONE BUILDINGS[^]	
Note: Incl. accessory structures, detached garages, and storage sheds. Subgrade crawlspaces and basements are prohibited.	
Top of Lowest Floor Elevation	_____
Openings in Walls and Foundations (see FEMA Technical Bulletin 1*):	
Number of openings in walls and foundations	_____
Square inches of all openings	_____
Engineered openings	Y / N
Engineered opening manufacturer and model	_____
Architect/Engineer Certification of Non-Engineered opening	Y / N
Anchoring (manufactured homes, accessory buildings, storage sheds, recreational vehicles on-site greater than 180 days)	Y / N
Architect/Engineered Certification for Back-filled Stem Walls	Y / N

*<https://www.fema.gov/nfi-technical-bulletins>

[^]Non-coastal A Zone is defined as riverine areas or tidal areas landward of the Limit of Moderate Wave Action (LiMWA). Coastal A Zone is defined as tidal areas seaward of the Limit of Moderate Wave Action (LiMWA).

D-3

SITE SPECIFICATIONS – V ZONE AND COASTAL A ZONE [^] BUILDINGS	
Lowest Horizontal Member Elevation	_____
Size of Enclosure (must be less than 300 square feet external dimension for lower insurance rates)	_____
Use of Enclosure	_____
Number of openings in breakaway walls	_____
Coastal A Zone Breakaway Wall Certification	Y / N
Non-Conversion Agreement Attached	Y / N
Deed Restricted	Y / N
<i>Free of Obstruction (see FEMA Technical Bulletin 5*):</i> Access Ramps/Stairs/Decks are open to water flow	Y / N
Access Ramps / Stairs / Decks are structurally supported and independent of the Structure	Y / N
Engineer's Certificate for Breakaway Walls, Engineered Walls, Slabs, or Other Potential Obstructions where Piles and Columns are not feasible	Y / N

*<https://www.fema.gov/nfip-technical-bulletins>

[^]Non-coastal A Zone is defined as riverine areas or tidal areas landward of the Limit of Moderate Wave Action (LiMWA). Coastal A Zone is defined as tidal areas seaward of the Limit of Moderate Wave Action (LiMWA).

SITE SPECIFICATIONS – MULTI-FAMILY AND MIXED-USE BUILDINGS	
<p>See: FEMA Flood Mitigation Measures for Multi-Family Buildings[^] & NFIP Technical Bulletin 3 - Requirements for the Design and Certification of Dry Floodproofed Non-Residential and Mixed-Use Buildings*</p> <p>Notes: Basements and below grade parking area prohibited below residential portions of multi-family structures including those for hotels and motels. Dry floodproofing is prohibited in non-residential portions of mixed-use structures in Coastal A and V Zones. Dry floodproofing is prohibited for all areas servicing residential areas and ancillary portions of residential structures which service residential areas. At least one access to residential areas must be available for use and cannot be dry floodproofed. Building systems servicing residential portions of structures cannot be located in dry-floodproofed areas and must be elevated above the LDFE.</p> <p>ASCE 24-14 limits dry floodproofing:</p> <ol style="list-style-type: none"> 1) To areas where the base flood velocities do not exceed 5 feet/second; and 2) Any proposed human intervention is in conformance with ASCE 24-14 6.2.3 	
Below grade basements and parking do not service any residential portions of the structure?	Y / N
Below grade basements and parking are not located in a Coastal A Zone or V Zone based upon an evaluation of the most recent best available flood hazard data?	Y / N
No residential areas including at least one building egress are dry floodproofed and all residential areas including those meeting the definition of ancillary space are above the BFE?	Y / N
All residential areas including those meeting the definition of ancillary space are above the BFE?	Y / N
Mechanical, Electrical, and Plumbing Systems are located at or above the LDFE or if below the LDFE are designed to resist flood loads and prevent water from entering or accumulating within the components and service only non-residential portions of the structure and meets the requirements of chapter 7, ASCE 24-14?	Y / N
Substantial Improvement and Substantial Damage measures meet standards and practices discussed in the FEMA Mitigation Measures for Multi-Family Buildings [^] ?	Y / N
A Floodproofing Certificate for non-residential portions of the structure has been submitted at permit application?	Y / N
An Emergency Operations Plan for floodproofing in non-residential portions of the structure has been submitted at permit application and meets ASCE 24-14 6.2.3?	Y / N
<p>Note: This shall include meeting the 12-hour flood warning time unless the community operates a flood warning system. If so, the designer will have to determine the available time necessary to implement dry floodproofing measures.</p>	
All proposed floodproofing products used in non-residential areas meet American National Standard for Flood Mitigation Equipment (ANSI/FM)?	Y / N

<i>Inspection and Maintenance Plan</i> proposed at permit application? <i>Note: Inspections are recommended at least once a year and could be coordinated with regular drills.</i>	Y / N
The architect/engineer has provided evidence that the structure can withstand a combination of flood loads (hydrostatic, hydrodynamic, wave, and impact) according to ASCE 7?	Y / N
The <i>Floodproofing Certificate</i> has been fully completed at project completion?	Y / N

^https://content.novdeliverv.com/attachments/USDHSFEMA/2020/06/24/file_attachments/1481529/16-J-0218_Multi-FamilyGuidance_06222020.pdf

*<https://www.fema.gov/nfip-technical-bulletins>

SITE SPECIFICATIONS – AGRICULTURAL STRUCTURES	
FEMA Floodplain Management Bulletin P-2140 Floodplain Management Requirements for Agricultural Structures and Accessory Structures*	
Note: Variances can only be granted in municipalities that have adopted the New Jersey Model Code Coordinated Ordinance after January 2021.	
Meets the FEMA or Model Code Coordinated Ordinance definition of Agricultural Structure and is used exclusively for that use?	Y / N
If Substantial Improvement / Substantial Damage is determined, is elevation required?	Y / N
If Substantial Improvement / Substantial Damage is determined and the structure type requires dry-floodproofing, is the floodproofing proposed to the LDFE?	Y / N
Note: Structure cannot be located in a V Zone or Coastal A Zone.	
Variance requested to repair/restore to pre-flood condition and wet floodproof?	Y / N
If a variance is requested, is justification provided with an explanation of the hardship?	Y / N
Is a variance granted that restricts use?	Y / N
Is the structure anchored? Is mechanical equipment raised? Are flood resistant materials used? Does the foundation have adequate openings?	Y / N

*<https://www.fema.gov/nfip-technical-bulletins>

SITE SPECIFICATIONS – ACCESSORY STRUCTURES	
FEMA Floodplain Management Bulletin P-2140 Floodplain Management Requirements for Agricultural Structures and Accessory Structures*	
Note: Variances can only be granted in municipalities that have adopted the New Jersey Model Code Coordinated Ordinance after January 2021.	
Meets the FEMA or Model Code Coordinated Ordinance definition of an Accessory Structure and is used exclusively for that use?	Y / N
New Construction or Substantial Improvements – Elevation Required?	Y / N
New Construction or Substantial Improvements – Dry-floodproofed at least to the LDFE?	Y / N
Variance Requested to Wet floodproof and the <i>New Jersey Model Code Coordinated Ordinance</i> is adopted?	Y / N
If a variance is requested, is justification provided with an explanation of the hardship?	Y / N
A Zone – Structure is the size of a one-story two-car garage or smaller and not in a floodway?	Y / N
Note: FEMA guidance notes that the typical footprint is less than 600 square feet (See page 19 of the Technical Bulletin).	
V Zone – Structure is less than 100 square feet?	Y / N
Variance granted that restricts use?	Y / N
Is the structure anchored? Is mechanical equipment raised? Are flood resistant materials used? Does the foundation have adequate openings?	Y / N

*<https://www.fema.gov/nfip-technical-bulletins>

SITE SPECIFICATIONS – ELEVATORS	
Proposed Elevator meets FEMA Technical Bulletin 4*	
Note: Please coordinate with your code official when reviewing elevator compliance in the SFHA.	
Elevation of lowest Electronic Controls/Junction Box/Switch	_____
Lowest elevation of electronic controls is above the LDFE	Y / N
Components below the required elevations are composed of flood damage-resistant materials and capable of resisting physical damage due to flooding	Y / N
Float Switch Detection System to prevent the elevator cab or lift from descending into flood waters	Y / N
Backflow Prevention for elevator shafts	Y / N
Architect's/Engineer's Certification stating that the enclosure design can resist hydrodynamic and hydrostatic flood forces Note: Elevator shafts must resist flood loads. In Zone A, shafts are not required to have flood openings; in Zone V and Coastal A Zones, shafts are not required to have breakaway walls.	Y / N
Confirm that any hydraulic elevators below the required elevation have elevated electrical control panels, hydraulic pumps, and tanks; drainage provided for the elevator pit; hydraulic lines, hydraulic cylinders, and buffer springs located to prevent physical damage due to flooding or painted or coated with galvanic or rust-preventive paint	Y / N
Confirm that any traction elevator systems have elevated machine rooms, and components in hoist ways below the required elevation must be protected from physical damage due to flooding	Y / N
Chairlifts, pneumatic elevators, and platform lifts are reasonably safe from flooding (See ASCE24-14 7.5 and related commentary)	Y / N

*<https://www.fema.gov/nfip-technical-bulletins>

SITE SPECIFICATIONS -- BELOW-GRADE PARKING REQUIREMENTS

See: *FEMA Technical Bulletin 6**, *FEMA Flood Mitigation Measures for Multi-Family Buildings[^]*, and *NFIP Technical Bulletin 3** (if applicable, also use Checklist D-4)

Notes: *Below-Grade Parking is prohibited in Coastal A Zones and V Zones. Below-Grade Parking is prohibited in Residential Buildings and is allowed only for non-residential portions of Mixed-Use Buildings.*

An exit is available above the LDFE	Y / N
The Below-Grade Parking Garage is not located in a Coastal A Zone or V Zone based upon the most recent best available flood hazard data	Y / N
A <i>Floodproofing Certificate</i> for the structure has been submitted at permit application (See <i>FEMA Technical Bulletin 3*</i>)	Y / N
There are no residential uses proposed for the building	Y / N
<i>Emergency Operations Plan</i> for floodproofing in non-residential portions of the structure has been submitted at permit application that meets ASCE 24-14 6.2.3 Note: <i>This shall include meeting the 12-hour flood warning time unless the community operates a flood warning system. If so, the designer will have to determine the available time necessary to implement dry floodproofing measures. (See FEMA Technical Bulletin 3*)</i>	Y / N
All proposed floodproofing products used in non-residential areas meet American National Standard for Flood Mitigation Equipment (ANSI/FM)	Y / N
<i>Inspection and Maintenance Plan</i> proposed at permit application Note: <i>Inspections are recommended at least once a year and could be coordinated with regular drills. (See FEMA Technical Bulletin 3*)</i>	Y / N
The architect/engineer has provided evidence that the structure can withstand a combination of flood loads (hydrostatic, hydrodynamic, wave, and impact) according to ASCE 7	Y / N
The <i>Floodproofing Certificate</i> has been fully completed at project completion	Y / N

*<https://www.fema.gov/nfip-technical-bulletins>

[^]https://content.govdelivery.com/attachments/USDHSFEMA/2020/06/24/file_attachments/1481529/16-J-0218_Multi-FamilyGuidance_06222020.pdf

**** If proposing a bottom level enclosure; please submit the following:**

Deed Restriction – Non Conversion Agreement - Should be brought to the

**County Clerk
118 Washington Street
Toms River, New Jersey**

Go to the “Recording Department” Room 114

**The paperwork submitted must be submitted with their cover sheet that you download from their website.
I printed it out for you.**

**The fee for the 1st page is \$45.00
\$10.00 for 2nd page.
(Check with the Ocean County Clerk for Fees)**

(Fees may change without Barnegat Townships Knowledge)

**You must also obtain from Barnegat Township a
“Notary Acknowledgment” to submit with your
paperwork.**

***Submit flood vent details, model number and ICC Evaluation (if applicable)**



OCEAN COUNTY CLERK'S OFFICE
RECORDING DOCUMENT
COVER SHEET

SCOTT M. COLABELLA
OCEAN COUNTY CLERK
P.O. BOX 2191
TOMS RIVER, NJ 08754-2191
(732) 929-2110
www.oceancountyclerk.com

OFFICIAL USE ONLY

DATE OF DOCUMENT: (Enter Date as follows:00/00/0000)

TYPE OF DOCUMENT: (Select Doc Type from Drop-Down Box)

DEED NOTICE



OFFICIAL USE ONLY - REALTY TRANSFER FEE

FIRST PARTY NAME: (Enter Last Name, First Name)

Haertel, Linda

SECOND PARTY NAME: (Enter Last Name, First Name)

ALL ADDITIONAL PARTIES: (Enter Last Name, First Name)

RETURN NAME AND ADDRESS:

THE FOLLOWING SECTION IS REQUIRED FOR DEEDS ONLY

BLOCK:

LOT:

MUNICIPALITY: (Select Municipality from Drop-Down Box)

BARNEGAT



CONSIDERATION:

MAILING ADDRESS OF GRANTEE: (Enter Street Address, Town, State, Zip Code)

Street
Address

Town

State

Zip

THE FOLLOWING SECTION IS FOR
ORIGINAL MORTGAGE BOOKING & PAGING INFORMATION FOR ASSIGNMENTS, RELEASES,
SATISFACTIONS, DISCHARGES & OTHER ORIGINAL MORTGAGE AGREEMENTS ONLY

ORIGINAL BOOK:

ORIGINAL PAGE:

OCEAN COUNTY CLERK'S OFFICE RECORDING DOCUMENT COVER SHEET

Please do not detach this page from the original document as it
contains important recording information and is part of the permanent record.



BARNEGAT

TOWNSHIP

900 West Bay Avenue
Barnegat, N. J. 08005
T (609) 698-0080
F (609) 698-7446
www.barnegat.net

NON-CONVERSION AGREEMENT FOR STRUCTURES IN THE 100 YEAR FLOODPLAIN

(Attached and detached garages, sheds, storage rooms, 3 season rooms)

This declaration made this ____ day of _____, 20__, by (owner) having an address at:

Whereas, the Owner is the record owner of all real estate property located at:

In the Township of Barnegat in the County of Ocean, designated in tax records as
Block: _____ Lot _____ and

Whereas, the owner has applied for a permit or variance to place a structure on that property that either (1) does not conform, or (2) may not be compliant by later conversion, to the strict elevation requirements of FLOOD DAMAGE PREVENTION, Chapter 46B, of the Township of Barnegat, New Jersey Code of Ordinances and under permit # _____ and

Whereas, as the condition of a Certificate of Occupancy, 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 permit, and affects rights and obligations of the owner and shall be binding on the owner, his heirs, personal representatives, successors, and assigns; now, therefore, the undersigned agrees to the following:

1. The structure or part thereof to which these conditions apply is: _____
2. The enclosure is likely to be inundated by floodwaters which may result in damage and/or inconvenience. The depth of flooding that the enclosure would experience to the flood hazard area design flood elevation; current site DFE is _____; BFE _____ + 3ft Freeboard.
3. All interior walls, ceiling and floors below the Design Flood Elevation shall be unfinished and/or constructed of flood resistant materials. NO electrical, mechanical or plumbing devices shall be installed below the Design Flood Elevation.
4. That the opening in the walls of the enclosed area below the lowest floor shall not be blocked, obstructed, or otherwise altered to reduce the size of the openings or restrict the automatic entry and exit of floodwater.
5. Any alterations or changes from these conditions constitute a violation of the permit and may render the structure uninsurable or increase the cost of flood insurance. Habitation of the enclosure and converting the enclosure into a habitable area may subject the property owner to enforcement.
6. That the owner and subsequent owners agree to allow a representative of Barnegat Township in the premises to verify compliance with this agreement at least once a year. The Township representative will provide at least 48 hours' notice of such visit.
7. That this agreement shall be recorded with the deed to the above property so that subsequent owners are made aware of these restrictions.

As witness the hand and seal of the owner of the subject property this ____ day of _____, 20__.

Owners Signature

Print Owners Name

Signature of Notary, State of New Jersey

Seal and Stamp