

# FLOOD VARIANCE REQUEST

## CONSTRUCTION BOARD OF APPEAL

CITY OF BATON ROUGE AND PARISH OF EAST BATON ROUGE

300 N. 10TH STREET P.O. BOX 1471 BATON ROUGE, LA. 70802 VOICE: (225) 389-3105 FAX: (225) 389-4985

1. **Name of Applicant :** \_\_\_\_\_

**Current Mailing Address:** \_\_\_\_\_  
street city state zip

**Phone Number:** \_\_\_\_\_  
day phone number

2. **Name of Owner :** \_\_\_\_\_

**Current Mailing Address:** \_\_\_\_\_  
street city state zip

**Phone Number:** \_\_\_\_\_

3. **Name of Business** \_\_\_\_\_

**Location of Property:** \_\_\_\_\_  
municipal address number

\_\_\_\_\_ lot and/or tract number subdivision

4. **Type of Construction:**  Residential  Remodel  
 Commercial  New  
 Mobile Home  
 Other

**Describe Project:** \_\_\_\_\_  
\_\_\_\_\_

**Size of Proposed Project:** \_\_\_\_\_ square feet

**Size of Existing Structure:** \_\_\_\_\_ square feet

5. **Flood Variance Info:** \_\_\_\_\_ required elevation (ft)

\_\_\_\_\_ requested elevation

6. **Signature of Applicant:** \_\_\_\_\_

\_\_\_\_\_ date

## FLOOD VARIANCE INFORMATION

The Board of Appeal will consider issuing flood variances only for those projects that;

1. Have been reviewed & denied by the Flood Plain Administrator
2. Show a good and sufficient cause,
3. Determine that failure to grant the variance would result in exceptional hardship to the applicant, and
4. Determine those flood requirement heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.

The owner is hereby notified, that the lowest floor construction located below the elevation required by Section 8:852(5), Title 8, Chapter 8, of the E.B.R.P. Flood Damage Prevention Ordinance may increase the cost of flood insurance. The increase in cost will be commensurate with the increased risk resulting from the reduced lowest floor construction.

The following data is required to be submitted to request a variance of the flood ordinance:

1. A letter addressed to the Chairman of the Board of Appeals, and sent in care of the Building Official, 300 N. 10th St., Baton Rouge, LA 70802, requesting the variance, stating the section(s) of the Building Code involved, and giving detailed written reasons why a variance is requested. A **\$20.00** fee is to accompany the letter and must be signed by either the Owner, Architect/Engineer or Contractor. For repairs, reconstruction, or improvements of buildings in the flood area, submit the fair market value of the existing building and a cost estimate of the proposed work.
2. Copy of the letter from the Flood Plain Administrator denying the variance for the requested elevation and Proposed Certificate of Elevation.
3. Flood Variance Request Form (attached)
4. A Registered Professional Engineer Or Architect, shall ascertain the 100 year flood plain elevation along with the proposed elevation of subject project, elevations of any existing buildings on site and adjacent lots and a statement to the effect, this construction will not significantly affect the flood level of the surrounding properties.

If the Board of Appeal approves the request for the variance, a Hold Harmless and Indemnity Agreement (distributed at the meeting) holding the City-Parish and the Board of Appeal free and harmless of liability due to the granting of the variance, is to be filed and recorded with the Clerk of Court. The Owner is required to sign the Hold Harmless and Indemnity Agreement. A certified copy with recording data is to be furnished to the Inspection Division before the permit will be issued.

The Board meetings are held on the 2nd Thursday of each month at 2:30 p.m. at the Inspection Division, 300 N. 10th Street. Either the Owner, Architect/Engineer or Contractor must attend the meeting to present their case. The above data must be submitted by the Friday prior to the meeting date.

Please call 389-3205 if you have any questions.

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