



City of Hobart - Plat of Survey
Submission Requirements-
New Residential Construction
and
Regulatory Floodplain Application Requirements-
Commercial and Residential

What needs to be shown on my Plat of Survey

There are two types of land surveys that will be required throughout the construction process, depending on which phase of construction you are in - Initial Plat of Survey and Final Plat of Survey (As-built). Two (2) copies of each survey will be required to be submitted for review by COH Engineering Department as described below:

Regulatory Floodplain Application Requirements:

In addition, FEMA now requires additional information if the proposed project will be located in a Regulatory Floodplain.

Construction in the Floodplain:

If you want to build a home or perform grading or any other type of construction or improvement within a floodplain per Federal/State Regulatory Floodplain Maps you must obtain a Floodplain Permit from the City and possibly the State of Indiana through the Indiana Department of Natural Resources (IDNR).

You may obtain the official floodplain elevation of your parcel/s by completing the IDNR's Floodplain Analysis and Regulatory Assessment request directly from the IDNR Indiana Floodplain Information Portal (INFIP)

- Under the provisions of IC 14-28-1, a permit from the IDNR is required prior to the issuance of local permits or approvals for any excavation, deposit, construction, or obstruction activity located in the floodway. This includes land preparation activities such as filling, grading, clearing and paving, etc., undertaken before the actual start of construction of the building.
 - It does exclude non-substantial additions/improvements to existing (lawful) residences in a non-boundary river floodway.
- IC 14-28-1-26 allows construction of non-substantial additions/improvements to residences in a non-boundary river floodway without obtaining a permit for construction in the floodway from the Indiana Department of Natural Resources.

- Please note that if fill is needed to elevate an addition above the existing grade, prior approval (construction in a floodway permit) for the fill is required from the Indiana Department of Natural Resources.
- No local permits or approvals can be issued until a permit has been issued by the Indiana Department of Natural Resources granting approval for construction in the floodway.

Site is in an Area Outside the Floodway and Within the Identified Fringe:

The City Floodplain Manager shall require a Regulatory Floodplain Application/Permit for a site that is outside the floodway and within an identified fringe, provided other required provisions are met. The key provision is that the top of the lowest floor of any new or substantially improved structure is at or above the flood protection grade.



Phase 1 – Preliminary Plat of Survey

The preliminary plat of survey is the first survey that will need to be **submitted with the initial building permit application.**

When submitting the Preliminary Plat of Survey, the following details must be shown on the survey before it is ready for City Engineering Staff review:

1. Legal description and common address of the property.
2. Lot number, lot size, and the building setback lines (based on the zoning of the property).
3. Location of any/all existing easements; such as utility, drainage, landscape and access (ingress/egress) easements.
4. Drawing Scale and North arrow.
5. Benchmark, plainly labeled and within three hundred feet (300') of the proposed lot.
6. The location and size of the proposed structure on the lot, including dimensions for the front, rear, and side property lines.
7. Total square feet of lot and building footprint
8. Elevations for the final floor grade.
9. Any equipment and ductwork to be installed to the final grade line.
10. Elevations at all four property corners, and all spot elevations with flow line arrows required to properly indicate the individual lot drainage patterns.
11. Drainage arrows indicating drainage flow of the parcel.
12. Grade elevations for all overland flow routes.
13. Identify flood zones if proposed property will be located in a Regulatory Floodplain as indicated from current Federal and State regulatory maps.
14. Elevations for the top of the existing floor grade on the adjacent properties.
15. The proposed location of the driveway and any sidewalks, including dimensions.
16. The location of the sanitary sewer, septic systems and storm water sewers, as well as a soil erosion plan that includes the location of the silt fence and any other protective measures required necessary by the City MS4 Coordinator.
17. Stamp and signature of a registered Indiana land surveyor or a registered professional engineer.



Phase 1A-Regulatory Floodplain (Note: If property being proposed is located in a floodplain, you will need to include the following documentation)

See attached City of Hobart Regulatory Floodplain Application template regarding application requirements.

Regulatory Floodplain Definitions:

1. Development - Any manmade change to improved or unimproved real estate, including buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.
2. Regulatory Floodplain – Includes all areas within the floodplain limits identified on the official FEMA Flood Insurance Rate Maps, Indiana DNR Best Available Flood Layer, and adjoining areas below the Base Flood elevation.
3. Flood Protection Grade (FPG) - An elevation two feet above the base flood elevation

The permit application shall be required when any type of “development” is proposed within the “Regulatory Floodplain.” Development must comply with the specific standards outlined in the City of Hobart Floodplain Ordinance.

Please Note: No work of any kind may start until an application is approved and a permit is issued. The permit may be revoked if any false statements are made in this application. If revoked, all work must cease until a permit is re-issued.

Applicant gives consent to the City of Hobart Floodplain Administrator or their designated representative to carry out inspections required to verify compliance. If an outside engineering consultant is required to review this permit application, the applicant will be provided a written estimate of the review fees for approval prior to the review of this application.

Phase 2 – Final Plat of Survey (As-Built)

The Final Plat of Survey shall be **submitted prior to the scheduling of a final building inspection**.
The Final Plat of Survey must include all of the information which is noted as follows:

1. The builder's name and company name.
2. Final floor grade.
3. A properly complete Elevation Certificate or a properly completed Floodproofing Certificate for non-residential structures only.
4. Existing garage floor elevation at the front of the home.
5. Indicate the driveway slope; measured in percentage, along the centerline of the driveway, from the garage to the edge of the street; or to the curb flow line.
6. Driveways must comply with Detail DS-G08 in the City of Hobart Standards.
7. Existing elevations at each corner of the lot and home.
8. Existing elevation of all drainage break points within the lot.
9. The existing location of any utility structures located on the lot.
10. The location and setback measurements from the property lines for the water shutoff to the home.
11. The location and measurements of any additional accessory detached building.
12. All concrete, masonry, brick, or asphalt flatwork.
13. Identify flood zones if proposed property is located in a Regulatory Floodplain as indicated from current Federal and State regulatory maps.
14. Drainage arrows with spot grades indicating storm water drainage flow of the parcel.
15. Grade elevations for all overland storm water flow routes.
16. The stamp & signature of a registered land surveyor or a registered Professional Engineer that includes the following statement:
"The final grading of the lot has been completed and fully complies with the approved Engineering plans for the lot".

Phase 2A – Regulatory Floodplain (As-built)

1. Provide certification by a registered engineer, architect or professional land surveyor of the Final Plat of Survey (as-built) lowest floor (including basement) elevation of the house/building complies with the issued City of Hobart Regulatory Floodplain Permit.