



**TOWN OF SURFSIDE  
9293 HARDING AVENUE  
SURFSIDE, FLORIDA**

**SUBSTANTIAL IMPROVEMENT/DAMAGE WORKSHEET (FEMA 50% RULE)**

In accordance with FEMA regulation and Surfside's flood prevention ordinance all improvements to single family residences must be monitored for a cumulative five-year period for the cost of work performed on the principal structure. The cost of the proposed work plus the cumulative five-year period improvements must be tabulated and compared to the market value of the principal structure. The value of the principal structure (minus value of land) may be obtained from the assessed value (Property Tax Appraiser) or from a certified appraiser.

If the total cumulative improvement value plus the new improvement cost is less than 50% of the existing appraised value then the application may be processed for review by the Building Department. If the improvement value equals plus the new improvement cost equals or exceed 50 % of the appraised value, then the entire structure must be brought up to meet current construction code and FEMA elevation standards. The application may not be processed without complete detailed construction documents for such improvements. The following information must be submitted by applicants to the Building Official/Floodplain Manager at time of permit application.

**DATE:** \_\_\_\_\_ **PERMIT APPLICATION NUMBER** \_\_\_\_\_

**PROPERTY ADDRESS:** \_\_\_\_\_

**NAME OF OWNER:** \_\_\_\_\_

**OWNER E-MAIL:** \_\_\_\_\_ **PHONE NO:** \_\_\_\_\_

**ADDRESS OF OWNER:** \_\_\_\_\_

**NAME OF CONTRACTOR:** \_\_\_\_\_ **PHONE NO:** \_\_\_\_\_

**CONTRACTOR E-MAIL:** \_\_\_\_\_

**NFIP COMMUNITY NAME & COMMUNITY NUMBER:** \_\_\_\_\_

**1.COST OF CUMULATIVE IMPROVEMENTS (Principle Structure only:past five years)** \_\_\_\_\_

**2.COST OF PROPOSED IMPROVEMENTS: (per contractor's itemized cost estimate):** \_\_\_\_\_

**3.TOTAL Lumpsum CUMULATIVE COST OF IMPROVEMENTS \*(#1 + #2):** \_\_\_\_\_

**4.VALUE OF PRINCIPAL STRUCTURE (attach valuation method):** \_\_\_\_\_

5. VALUE OF PRINCIPAL STRUCTURE x 50% \_\_\_\_\_

*Note: \* TOTAL CUMULATIVE COST OF IMPROVEMENTS PLUS COST OF PROPOSED WORK (ITEM 4) MAY NOT EXCEED 50% OF THE VALUE OF PRINCIPAL STRUCTURE TOTAL AS FOLLOWS:*

OWNERS SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

STATE OF FLORIDA COUNTY OF \_\_\_\_\_ Sworn to (or affirmed) and subscribed before me by means of  Physical presence or  Online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_,

Personally known OR  Produced identification \_\_\_\_\_ (type of Identification produced)

Notary Name Printed: \_\_\_\_\_

Notary Signature: \_\_\_\_\_

Commission Number: \_\_\_\_\_

(Notary Stamp)

**FLOODPLAIN MANAGER REVIEW:**

S.I. ? \_\_\_\_\_ YES \_\_\_\_\_ NO S.D.? \_\_\_\_\_ YES \_\_\_\_\_ NO

Complies with FEMA P-758 (50% RULE): YES \_\_\_\_\_ NO \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Floodplain Manager \_\_\_\_\_ Date: \_\_\_\_\_