



City Use  
FLD# \_\_\_\_\_

DEPARTMENT OF PUBLIC WORKS  
111 Maryland Avenue, Rockville, Maryland 20850, 240-314-8500

**REQUEST FOR EXTENSION OF FLOODPLAIN PERMIT**

(Refer to Rockville City Code, Chapter 10, Article I, Section 10-10 for definitions of terms shown below as *bold italics*)

**City Code Chapter 10, Section 10-36(C): A Floodplain Permit is valid provided the actual start of work is within 180 days of permit issuance. Requests for extensions shall be submitted in writing and justifiable cause demonstrated. The Floodplain Administrator may grant, in writing, one or more extensions of time, for additional periods not exceeding 90 days each and provided there has been no amendment or revision to the basis for establishing Special Flood Hazard Areas and Base Flood Elevations set forth in Sec. 10-6.**

**GENERAL PROJECT INFORMATION:**

**Project Description:** \_\_\_\_\_

Project Address: \_\_\_\_\_

Issued City Floodplain Permit # FLD \_\_\_\_\_ Current Expiration Date: \_\_\_\_\_

**Applicant:** \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Phone No: \_\_\_\_\_

**Property Owner:** \_\_\_\_\_ Contact Person: \_\_\_\_\_

(if different from Applicant)

Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Phone No: \_\_\_\_\_

**Design Firm/Contractor (if any):** \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Phone No: \_\_\_\_\_

**Reasons and justifiable cause to request an extension of the expiration date for the Floodplain Permit:**

**(If additional space is needed, submit this on a separate sheet of paper.)**

\_\_\_\_\_  
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**Reasons and justifiable cause to request an extension of the expiration date for the Floodplain Permit: *(continued)***

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**SUBMITTAL REQUIREMENTS:**

**Submit the extension request package in person or by mail to:**

Department of Public Works – 2<sup>nd</sup> floor, Rockville City Hall, 111 Maryland Ave, Rockville, MD 20850

- This completed application form
- Floodplain Permit Extension Review Fee - \$135
- Extended statement of justifiable cause (if needed)
- Copy of any correspondence with City or contractor relevant to reasons for permit extension (letters, emails, etc.)

**Is Floodplain Permit Extension Review Fee = \$135 included in this submittal?**     Yes     No

**SIGNATURE OF PROPERTY OWNER/APPLICANT:**

***Applicant's*** Signature: \_\_\_\_\_ Date \_\_\_\_\_

Name and Title (Please Print): \_\_\_\_\_

***If Applicant is not the Property Owner:***

I hereby certify that I am the Property Owner and I have authorized the filing of this application and these plans for review.

Property Owner's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Name and Title (Please Print): \_\_\_\_\_