



# CITY OF BELVEDERE

450 San Rafael Avenue λ Belvedere, CA 94920  
Tel: 415 / 435-3838 λ Fax: 415 / 435-0430 [www.cityofbelvedere.org](http://www.cityofbelvedere.org)

## Substantial Improvement Worksheet

DATE: \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_ Assessor's Parcel Number  
\_\_\_\_\_

- A. PROJECT COST: \_\_\_\_\_ This figure must be as stated on a signed contract between the contractor and the property owner. For the determination of Substantial Improvement costs, the figure shall include all labor, materials, built-in appliances, profit and overhead.
- B. Market value of the existing structure \_\_\_\_\_. Market Value is defined as; "the appraised valuation for the property, minus the land value, determined by an independent appraisal by a certified appraiser", as provided in the Belvedere Municipal Code section 16.20.040(AK). The appraisal must be signed by the California certified appraiser, dated no more than 12 months prior to the building permit application submittal date and attached to this Worksheet.
- C. Percentage of improvement \_\_\_\_\_ % (A. divided by B.)

If C is equal to or greater than 50%, the project is determined to be a Substantial Improvement and the entire structure must be brought into compliance with Municipal Code Chapter 16.20 requirements, including the elevation standard. Conformance to the required elevation standard shall be substantiated by providing a FEMA Elevation Certificate, requiring an elevation survey, to the Building Department prior to City final inspections. FEMA Elevation Certificates are available on the internet at: <http://www.fema.gov/pdf/nfip/elvcert.pdf>

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Telephone No. \_\_\_\_\_



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## Floodplain Development Worksheet

Project Address: \_\_\_\_\_ Assessor's Parcel Number \_\_\_\_\_

- ☐ This proposed project is an **improvement**, or an **addition** to an existing building.
- ☐ This proposed project is a **demolition** and a **complete rebuild**.
- ☐ The subject building is listed on a national, state, or local register of **historical buildings**.
- ☐ The proposed project is located on DFIRM Map Panel 0526D (39-97 West Shore Road, 125 Belvedere Avenue or 1 Cliff Road)
- ☐ The proposed project is located on DFIRM Map Panel 0488D (1-37 West Shore Road, 10-314 San Rafael Avenue, 1-16 Edgewater Road, 1-26 Lagoon Road, 1-27 Windward Road, or 2-18 Windward Road)
- ☐ The proposed project is located on DFIRM Map Panel 0489D (316-400 San Rafael Avenue, 3-19 Leeward Road, 28-98 Lagoon Road, 4-18 Maybridge Road, 18-39 Cove Road, 16-70 Peninsula Road, 2-6 Community Road, or 1-9 Mallard Road)
- ☐ The proposed project is located on DFIRM Map Panel 0527D (1-95 Bellevue Avenue, 2-98 Beach Road, 1 Embarcadero, 1-17 Cove Road, 1-15 Cove Road Place, 1-15 Peninsula Road, 17 Community Road, 10-22 Mallard Road, 1-29 Teal Road, 3-9 Barn Road or 500-550 San Rafael Avenue)

The proposed new or remodeled/repaired structure **does** ☐ **does not** ☐ extend over the normal San Francisco Bay high tide line.

Method of determining compliance with National Flood Insurance Program (NFIP) regulations:

- ☐ Noting the normal shoreline as drawn on the plans
- ☐ Field observation
- ☐ Other \_\_\_\_\_

Measurement shows the structure will be \_\_\_\_\_ feet into the Special Flood Hazard Area.

If in Zone AE or VE, does project valuation, as determined by use of the attached **Substantial Improvement Worksheet**, indicate that the improvement will be in the 35% - 50% range of the market value of the structure? **Yes** ☐ **No** ☐. If yes, provide a copy of a current appraisal by a certified appraiser. Does the project qualify as a Substantial Improvement? (Project valuation is equal to or exceeds 50% of the appraised market value) **Yes** ☐ **No** ☐

In the case of Substantial Improvement projects, a FEMA Elevation Certificate, indicating that the finish floor level of the entire building is 1 ft. above the floodplain elevation, is to be provided to the Building Department prior to City final inspections. FEMA Elevation Certificates, including instructions, are available on the internet at: <https://www.fema.gov/glossary/elevation-certificate>

Prepared by: \_\_\_\_\_ Date \_\_\_\_\_

Building Official \_\_\_\_\_ Date \_\_\_\_\_



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## ITEMS TO BE INCLUDED

### **All structural elements, including:**

- ☐ Spread or continuous foundations, footings, and/or piers/pilings
- ☐ Monolithic or other types of concrete slabs
- ☐ Bearing walls, tie beams, and trusses
- ☐ Floors and ceilings
- ☐ Attached decks and/or porches
- ☐ Interior partition walls
- ☐ Exterior wall finishes (brick, stucco, siding) including painting & moldings
- ☐ Windows and doors
- ☐ Re-shingling/retiling a roof
- ☐ Hardware

### **All interior finishing elements, including:**

- ☐ Tiling, linoleum, stone, or carpet over subflooring
- ☐ Bathroom tiling and bathroom cabinetry
- ☐ Build-in elements (bookcases, cabinets, furniture, etc...)
- ☐ Hardware

### **All utility and service equipment, including:**

- ☐ HVAC equipment
- ☐ Plumbing and electrical services
- ☐ Light fixtures and ceiling fans
- ☐ Security systems
- ☐ Built-in kitchen appliances
- ☐ Central vacuum systems
- ☐ Water filtration, conditioning, or recirculation systems
- ☐ Cost to demolish storm-damaged building components
- ☐ Labor & other costs associated with moving or altering undamaged building components to accommodate improvements or additions
- ☐ Overhead and profit

## ITEMS TO BE EXCLUDED

- ☐ Plans and specifications
- ☐ Survey costs
- ☐ Permit fees
- ☐ Post-storm debris removal and clean up
- ☐ **Outside improvements, including:**
- ☐ Landscaping, sidewalks, on-grade walkways, fences, & other landscape features
- ☐ Swimming pools
- ☐ Landscape irrigation systems
- ☐ Detached structures (such as garages, sheds, gazebos, & screened enclosures)