



City of Margate City

Department of Building Inspection

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James Galantino
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Building Subcode Official
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John F. Amodeo
Commissioner of Public Safety and
Public Affairs

June 6, 2018

TO: Property Owners, Contractors, and Design Professionals

FROM: Jim Galantino, Construction Official

SUBJECT: **Construction Work on Existing Buildings in Flood Zones/
Substantial Improvement**

The City of Margate's floodplain management regulations and codes specify that all new buildings to be constructed in Flood Zone areas are required to have their lowest floors elevated to or above the base flood elevation (BFE). The regulations also specify that **substantial improvement** of an existing single family residence (remodeling, rehabilitation, improvement, or addition) must be brought into compliance with the requirements for new construction.

Substantial improvement means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. This term includes structures that have incurred "substantial damage," regardless of the actual repair work performed.

To make the **substantial improvement** determination, we compare the cost of the proposed improvement or repairs to the market value of the building (excluding land, accessory structures, and landscaping). If the resulting ratio equals or exceeds 50 percent, the existing building must be brought into compliance with the floodplain management requirements for new buildings.

The City of Margate requires all Property Owners and Home Improvement Contractors to acknowledge that they have received this notification relative to Substantial Improvement. Should an inspection on a Substantial Improvement property be performed and a Substantial Improvement determination is made, a notice of violation will be issued and the Property Owner/Contractor must stop all construction and apply for a house elevation permit. Please note that **ALL** applications for permits to work on existing buildings that are located in Flood Zone areas must include the attached **Owner's affidavit (signed and dated) and/or Contractor's affidavit (signed and dated)**.

If you have any questions regarding this information, please feel free to contact me at (609) 822-1974 or by email at galantino_jim@margate-nj.com.

James Galantino
Construction Official/CFM
Margate, New Jersey

City of Margate City, Department of Building Inspection

Owner's Affidavit: Substantial Improvement or Repair of Substantial Damage

Property Address: _____

Owner's Name: _____

Owner's Address: _____

Contractor: _____

Contractor's License Number: _____

I hereby attest that the description included in the permit application for the work on the existing building that is located at the property identified above is all of the work that will be done, including all improvements, rehabilitation, remodeling, repairs, additions, and any other form of improvement.

I further attest that I requested the above identified contractor to prepare a cost estimate for all of the work, including the contractor's overhead and profit. I acknowledge that if, during the course of construction, I decide to add more work or to modify the work described, that the City of Margate will re-evaluate its comparison of the cost of work to the market value of the building to determine if the work is substantial improvement. Such re-evaluation may require revision of the permit and may subject the property to additional requirements.

I also understand that I am subject to enforcement action and/or fines if inspection of the property reveals that I have made or authorized repairs or improvements that were not included in the description of work and the cost estimate for that work that were the basis for issuance of a permit.

Owner's Signature:

Date: _____

City of Margate City, Department of Building Inspection

Contractor's Affidavit: Substantial Improvement or Repair of Substantial Damage

Property Address: _____

Owner's Name: _____

Owner's Address: _____

Contractor: _____

Contractor's License Number: _____

I hereby attest that I have personally inspected the building located at the above-referenced address and discussed the nature and extent of the work requested by the owner, including all improvements, rehabilitation, remodeling, repairs, additions, and any other form of improvement.

At the request of the owner, I have prepared a cost estimate for all of the improvement work requested by the owner and the cost estimate includes, at a minimum, the cost elements identified by the City of Margate that are appropriate for the nature of the work. If the work is repair of damage, I have prepared a cost estimate to repair the building to its pre-damage condition. I acknowledge that if, during the course of construction, the owner requests more work or modification of the work described in the application, that a revised cost estimate must be provided to the City of Margate which will re-evaluate its comparison of the cost of work to the market value of the building to determine if the work is substantial improvement. Such re-evaluation may require revision of the permit and may subject the property to additional requirements.

I also understand that I am subject to enforcement action and/or fines if inspection of the property reveals that I have made or authorized repairs or improvements that were not included in the description of work and the cost estimate for that work that were the basis for issuance of a permit.

Contractor's Signature:

Date: _____