



NON-CONVERSION AGREEMENT FOR STRUCTURES IN THE 100-YEAR FLOODPLAIN

(Accessory Structures under 300 square feet, Attached Garages and Detached Garages,
Enclosures below freeboard, Crawl Spaces greater than 5 feet in Height)

Permit # _____

Property Owner _____

Address _____

Lowest Finished Floor Elevation at the site is: _____ feet (NAVD88)

In consideration for the granting of a Certificate of Occupancy for the above structure which has an enclosure below the required Base Flood Elevation (plus freeboard) of _____ feet (NAVD88), the Property Owner agrees to the following:

1. That the enclosed area, if permitted, shall be used solely for parking of vehicles, limited storage, or access to the building and will never be used for human habitation without first becoming fully compliant with the Floodplain Management Ordinance in effect at the time of conversion.
2. That all interior walls, ceilings, and floors below the Flood Protection Elevation shall be unfinished or constructed of flood resistant materials.
3. That mechanical, electrical, or plumbing devices shall not be installed below the Flood Protection Elevation.
4. The walls of the enclosed areas below the Flood Protection Elevation shall be equipped with at least two vents which permit the automatic entry and exit of flood water with total openings of at least one square inch for every square foot of enclosed area below flood level. The vents shall be on at least two different walls, and the bottoms of the vents shall be no more than one foot above grade.
5. That the requested structure may increase the risk to life and property, and may be subject to increased premium rates for flood insurance from the National Flood Insurance Program.
6. That any variation in construction beyond what is permitted shall constitute a violation and be abatable as such.
7. That this **Non-conversion Agreement** becomes part of Permit# _____ and grants The Town of Ocean City the ability to inspect and enforce the provisions of this **Agreement** at any time.
8. The Owner also agrees to record this agreement as a condition of granting the Permit, and affects rights and obligations of the Owner and shall be binding on the Owner, his heirs, personal representatives, successors, future owners, and assigns.

Date

Signature of Property Owner

Date

Signature, Permitting Official