



**Property Owner Non-Conversion Affidavit for
Areas below the Design Flood Elevation in Flood Zones: A, AE, and VE – Flood Zones**

Permit Number: _____

Property Address: _____

Folio#: _____

Owner's Name: _____

Co-Owner's Name: _____

Contractor's Name: _____

The lowest floor of the structure at this address is elevated more than 6 feet above the highest adjacent grade. I understand that it is illegal to change or convert the area below the lowest floor to a use or dimension different from the use or dimension authorized in my permit and different from the requirements as set forth in the current Flood Damage Control Regulations, Chapter 3, Hillsborough County Construction Code, 301.2.3 (5.d) and 301.2.3 (12.h.iv).

I understand that the area below the lowest floor may not be partitioned into separate rooms and may only be used for parking, building access (non climate-controlled space with hydrostatic openings if it is enclosed and limited storage). I also understand that this area must remain unfinished and shall not be air conditioned or contain bathrooms, utility room or electrical service constructed below the design-flood elevation (base-flood plus the six-inch freeboard requirement) and for those properties within a VE or V zone breakaway walls and freedom-of-obstruction design must be maintained if applicable and as permitted.

I understand that I am subject to enforcement action and/or fines if inspection of the property reveals that changes or conversions have been made to the area below the lowest floor without having obtained permits or that cause the area to be in violation of the Flood Damage Control Regulations. It is understood that the contractor's responsibility with this affidavit ceases with the issuance of the Certificate of Occupancy unless proven otherwise.

Owner's Signature: _____

Contractor's Signature: _____

**STATE OF FLORIDA
COUNTY OF HILLSBOROUGH COUNTY**

Sworn and subscribed before me this _____ day of _____ 20____ by _____

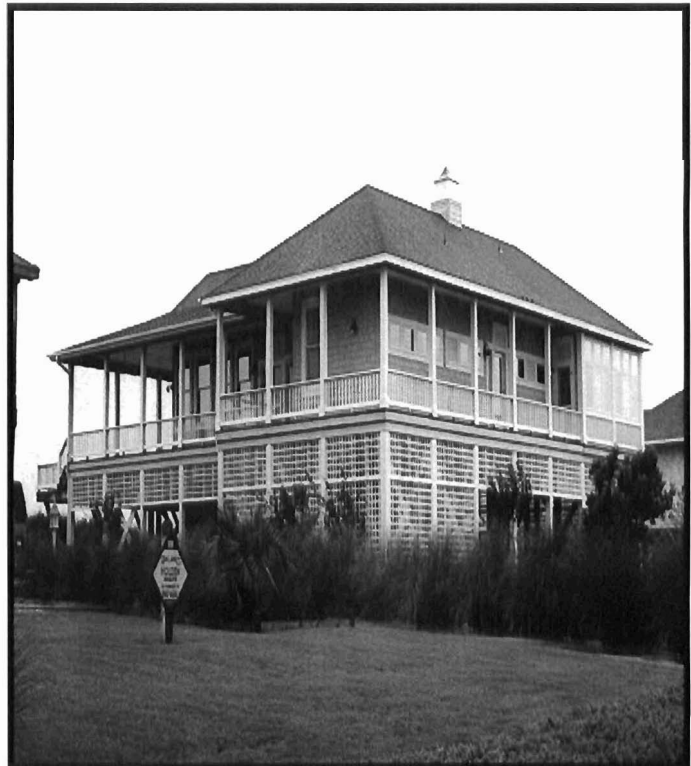
_____ personally known
_____ or produced identification (_____)
Indicate type of identification produced

Signature of Notary Public – State of Florida

Notary Stamp

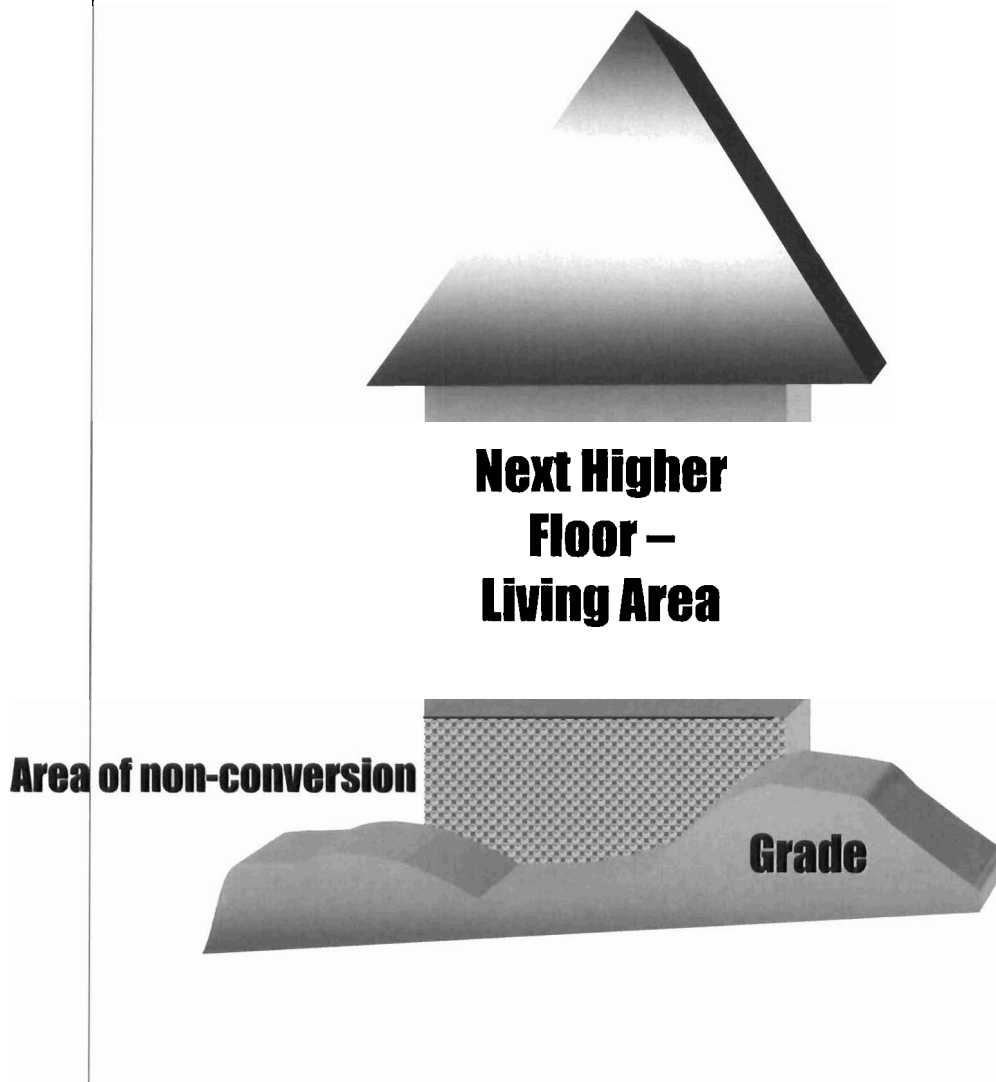
Non-conversion Affidavit

Example of Space below the Design-Flood Elevation that Requires a Non-conversion Affidavit to be Signed



Requirement is pursuant to the H.C. Const. Code: 301.2.3(5.d) and 301.2.3(12.h.iv).

Elevated Structure within the Special Flood Hazard Area



This requirement is pursuant to the Hillsborough County Construction Code, paragraphs 301.2.3(5.d) and 301.2.3(12.h.iv).