

## SPECIAL FLOOD HAZARD AREA (SFHA) DEVELOPMENT PERMIT ~ CHECK LIST

All activities shall be completed in accordance with the requirements of regulations.

Applications for filling in a floodplain and removing the property from the SFHA must

- Be drawn to scale with north arrow.
- Show property boundaries, floodway, and floodplain lines.
- Show dimensions of the lot.
- Show dimensions and location of existing and/or proposed development on the site.
- Show proposed finished floor elevations.
- Show areas to be cut (ponds) and filled.
- Show existing and proposed grades.  
Including neighbors existing grades 50' beyond property line.
- Show location of septic tank and leach field if applicable.
- Include ESA Letter
- Include Tech Bulletin 10 Certification for basements

Applications for new residential and non-residential structures in the floodplain must include the items above if applicable and

Identification of whether the structure has a basement or enclosure below the lowest floor, and if it contains a basement or enclosure, detailed drawings showing foundation openings to allow passage of floodwaters.

Description of how building utilities will be protected from flood waters including drawings showing locations of such utilities.

Detailed description of anchoring system for all mobile and manufactured homes.

Description of construction materials that will be used below the flood protection elevation.

Applications for renovating an existing structure in the floodplain must include the items above if applicable and

Comply with the flood protection standards if it is substantially improved (an improvement equal to or greater than 50% of the market value of the structure.)

Provide a detailed cost estimate of the "Fair Market Value" of materials and labor

Provide a recent appraisal of the structure if different than whats in AREIS

Applications for development in a floodway must include the items from above if applicable and the computer files of the HEC-RAS analysis (not just print-outs)

GIS and AutoCad files may also be required