

SANFORD / LEE COUNTY / BROADWAY FLOODPLAIN DEVELOPMENT PERMIT APPLICATION



115 Chatham Street, Suite 1, Sanford, NC 27330

919.718.4656

zoning@sanfordnc.net

Please complete this form and submit it to the Department of Community Development staff for review and processing if your project includes any land disturbing activities and/or development within the 100-year floodplain floodplain/Special Flood Hazard Area. Examples include, but are not limited to, the following: clearing, grading, renovating existing structures, building new structures, and the placement of existing buildings. You may reference Article 13 Flood Hazard Area Regulations of the Sanford/Lee County/Broadway Unified Development Ordinance (UDO), which is available for viewing/downloading on the City of Sanford website at www.sanfordnc.net.

General information

Jurisdiction: _____

Lee County Tax Parcel Number (PIN): _____

Project Address / Location: _____

Subdivision Name / Lot #: _____

Contact Information

Applicant Name: _____

Address: _____

Phone Number: _____

Email: _____

Signature & Date: _____

Property Owner Name: _____

Address: _____

Phone Number: _____

Email: _____

Builder Name: _____

Address: _____

Phone Number: _____

Email: _____

Engineer Name: _____

Address: _____

Phone Number: _____

Email: _____

Subdivisions or Multifamily Projects

Does the subdivision or other type of development contain 50 lots or 5 acres (whichever is less)? _____

If yes, has flood elevation data been provided by the developer? _____

Project information (all elevation references are feet above mean sea level)

Are you clearing and/or grading land? _____

Are you building a new structure? _____

Are you adding on to an existing structure? _____

Are you renovating or repairing an existing structure? _____

Are you relocating/moving a structure? _____ Page 2 of 3

Are you demolishing a structure? _____

If a residential project, is the structure a mobile home? _____

Project description: _____

What is the estimated project cost? _____

If altering an existing structure, what is the estimated market value of the structure? _____

Note: If the cost of the proposed construction/renovation equals or exceeds 50% of the market value of the structure, then the Substantial Improvement requirements will apply.

What is the lowest floor elevation, including basement? _____

Will there be flood openings in the foundation walls? _____

What uses will be below the base flood elevation (BFE)? _____

What is the elevation to which the attendant utilities (heating, electrical, etc.) will be elevated? _____

What is the elevation for connection to public utilities? _____

If a non-residential / commercial structure, will it be floodproofed as opposed to elevated? _____

Will fill material or other development encroach into the floodway or non-encroachment area of any watercourse? _____

Will the proposed development require the alteration of any watercourse? _____

FEMA Flood Insurance Rate Map (FIRM) Information

Locate the project site on the FIRM using the N.C. Flood Risk Information System at <http://fris.nc.gov/fris/>.

What is the Special Flood Hazard Area determination per available data via FEMA per the Flood Insurance Rate Maps (FIRM) and the accompanying Flood Insurance Study (FIS) information accessed via this website? (provide info. below)

Map Number/Panel: _____

Map Date: _____

Zone: _____

Is the project is within a floodway or non-encroachment area? _____

If the project is within a floodway or non-encroachment area, has a no-rise certification been obtained & attached? _____

What is the base flood elevation (BFE) at the site? _____

What is the required lowest floor elevation (including basement)? _____

What is the regulatory flood protection elevation required for all attendant utilities (heating, electrical, etc.) to be installed or floodproofed? _____

Note: Floodproofing is an option for non-residential / commercial projects only.

What is the regulatory flood protection elevation required for the protection of all public utilities? _____

What are the flood opening requirements, if in Zones A, AO, AE, or A1-30? _____

PLOT PLAN (SITE PLAN) AND ADDITIONAL INFORMATION REQUIRED

Application for a Floodplain Development Permit shall be made to the Floodplain Administrator prior to any development activities located within Special Flood Hazard Areas. The following items shall be presented to the Floodplain Administrator to apply for a Floodplain Development Permit:

(A) Plot Plan - A plot plan drawn to scale which shall include, but shall not be limited to, the following specific details of the proposed floodplain development:

- the nature, location, dimensions, and elevations of the area of development/disturbance; existing and proposed structures, utility systems, grading/pavement areas, fill materials, storage areas, drainage facilities, and other development;

- the boundary of the Special Flood Hazard Area as delineated on the FIRM or other flood map as determined in Section 13.3.2, or a statement that the entire lot is within the Special Flood Hazard Area;
 - flood zone(s) designation of the proposed development area as determined on the FIRM; the boundary of the floodway(s) or non-encroachment area(s)
 - the Base Flood Elevation (BFE) where provided
 - the old and new location of any watercourse that will be altered or relocated as a result of proposed development.
- (B) Proposed Elevation - Proposed elevation, and method thereof, of all development within a Special Flood Hazard Area including, but not limited to:
- Elevation in relation to mean sea level of the proposed reference level (including basement) of all structures;
 - Elevation in relation to mean sea level to which any non-residential structure in Zone AE, A or AO will be flood-proofed; and
 - Elevation in relation to mean sea level to which any proposed utility systems will be elevated or floodproofed;
- (C) Floodproofing Info. (Option for Non-Residential Projects Only) - If floodproofing, a Floodproofing Certificate (FEMA Form 81-65) with supporting data and an operational plan that includes, but is not limited to, installation, exercise, and maintenance of floodproofing measures.
- (D) Foundation Plan - A Foundation Plan, drawn to scale, which shall include details of the proposed foundation system to ensure all provisions of this ordinance are met. These details include but are not limited to:
- The proposed method of elevation, if applicable (i.e., fill, solid foundation perimeter wall, solid backfilled foundation, open foundation on columns/posts/piers/piles/shear walls);
 - Openings to facilitate equalization of hydrostatic flood forces on walls when solid foundation perimeter walls are used in Zones A, AO, AE, and A1-30;
- (E) Usage Details - Usage details of any enclosed areas below the regulatory flood protection elevation.
- (F) Protection of Public Utilities Info. - Plans and/or details for the protection of public utilities and facilities such as sewer, gas, electrical, and water systems to be located and constructed to minimize flood damage;
- (G) Copies of Other Permits Required - Copies of all other Local, State and Federal permits are required prior to Floodplain Development Permit issuance (Wetlands, Endangered Species, Erosion & Sedimentation Control, Riparian Buffers, Mining, etc.)
- (H) RV/Temporary Structures Info. - Documentation for placement of recreational vehicles and/or temporary structures, when applicable.
- (I) Watercourse Alteration or Relocation Info. - A description of proposed watercourse alteration or relocation, when applicable, including an engineering report on the effects of the proposed project on the flood-carrying capacity of the watercourse and the effects to properties located both upstream and downstream; and a map (if not shown on plot plan) showing the location of the proposed watercourse alteration or relocation.

CONTACT INFORMATION

Sanford/Lee County Community Development Dept. / Zoning & Design Review Division
Amy McNeill, Zoning / Floodplain / Watershed Administrator
115 Chatham Street, Suite 1, Sanford, NC 27330 (first floor)
919-718-4656, ext. 5397 or amy.mcneill@sanfordnc.net

Reference Article 13 Flood Hazard Area Regulations of the Sanford-Broadway-Lee County Unified Development Ordinance at www.sanfordnc.net, Government, City Ordinances & Codes, Article 13 Flood Hazard Area Regulations.
This UDO information is applicable for Sanford, Broadway, and Lee County.
