



TOWN OF WILSON'S MILLS
**FLOODPLAIN DEVELOPMENT PERMIT
APPLICATION**

Planning Department
PO Box 448, Wilson's Mills, NC 27593
Phone: (919) 938-3885 Fax: (919) 938-1121

PROCESS INFORMATION:

Permit Required: A floodplain development permit shall be required in conformance with the provisions of the Wilson's Mills Development Ordinance (WMDO) prior to the commencement of any development activities within Special Flood Hazard Areas as determined in accordance with Article 7 and Article 18 of the WMDO.

Submissions: An application for a floodplain development permit shall be made to the Development Compliance Officer, prior to any grading, development, or construction on lands designated as Special Flood Hazard Areas. Applications shall provide all requested information, and shall be accompanied by a Site Development Plan.

Fees: Remittance of associated fee(s)* to accompany this application. (*See Town of Wilson's Mills fee schedule)

Permit validity. Approval shall be valid for one (1) year from the date of approval.

APPLICANT INFORMATION:

Applicant: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

PROJECT INFORMATION:

Project Address / Location: _____

Size of Property (in acres): _____ Johnston Co. Parcel Id #: _____

Town Jurisdiction: _____ In-Town Limits _____ ETJ _____ Zoning: _____

Type of Development Activity (check the all of the appropriate boxes):

- New Structure Addition Alteration Fill
 Grading Relocation Deconstruction Replacement
 Single Family Two (2) or More Residential Unit Structure
 Non-residential Multiple Uses Manufactured Home
 Watercourse Alteration associated with bona fide farm operations
 Approved Stream Restoration and/or Riparian Buffer Restoration Plans
 Drainage Improvements (Including Culvert Work)
 Public and Private Street, Driveway, Bridge, or Railroad Construction
 Subdivision
 Public water and sewer lines
 Above-ground and buried utility lines

Please provide a description of the development to be permitted under this floodplain development permit application:

FIRM Data: Map Panel Number: _____ Suffix: _____ Date: _____

Regulatory Floodway Info (Check correct option below):

Inside Regulatory Floodway _____ Outside Regulatory Floodway _____
No Regulatory Floodway _____ Inside Non-Encroachment Area _____
Outside Non-Encroachment Area _____

The following development standards data should be provided where applicable in this application or illustrated on the associated plans:

1. If Inside Regulatory Floodway is checked above, attach engineering certification and supporting data as required.
2. Base flood elevation (BFE) per FIRM at development site.
3. Regulatory flood elevation at development site (BFE + locally adopted freeboard of two (2) feet).
4. If applicable, elevation in relation to mean sea level (MSL) at or above the lowest floor (including basement) must be constructed.
5. Elevation in relation to mean sea level (MSL) at or above which all attendant utilities to include, but not limited to, all heating, air conditioning and electrical equipment must be installed.
6. Elevation of top of grade of fill material.
7. Volume of fill material proposed below the BFE (cubic feet).
8. Net increase in volume below the BFE (cubic feet).
9. Will garage (if applicable) be used for any purpose other than parking vehicles, building access, or storage? If yes, then the garage must be used in determining the lowest floor elevation.
10. Proposed method of elevating the structure:
 - (a) If foundation wall is used - provide minimum of 2 openings
 - (b) Total area of openings required: (1 sq. inch per sq. foot of enclosed footprint area below BFE)
11. Will any watercourse be altered or relocated as a result of the proposed development? If yes, attach a description of the extent of the alteration or relocation. Floodproofing information (if applicable):
12. Elevation in relation to mean sea level (MSL) to which structure shall be floodproofed.

A Site Development Plan drawn to scale shall be provided with the application for a Floodplain Development Permit. The Site Development Plan 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 Article 18 of the WMDO, 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 or other flood map as determined in Article 18 of the WMDO.
- _____ The boundary of the floodway(s) or non-encroachment area(s) as determined in Article 18 of the WMDO.
- _____ The base flood elevation (BFE) where provided as set forth in Article 18 of the WMDO.
- _____ The old and new location of any watercourse that will be altered or relocated because of proposed development.

Elevation Information:

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 nonresidential structure in Zone AE, A or AO will be flood-proofed;
- _____ Elevation in relation to mean sea level to which any proposed utility systems will be elevated or floodproofed;
- _____ 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.
- _____ A foundation plan, drawn to scale, which shall include details of the proposed foundation system to ensure all provisions of the WMDO are met. These details include but are not limited to:
- _____ The proposed method of elevation, if applicable (such as, 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 in accordance with Article 18 of the WMDO when solid foundation perimeter walls are used in Zones A, AO, AE, and A1-30;
- _____ Usage details of any enclosed areas below the regulatory flood protection elevation;
- _____ 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;
- _____ Copies of all other local, state and federal permits required prior to floodplain development permit issuance (wetlands, endangered species, erosion and sedimentation control, riparian buffers, mining and the like);
- _____ Documentation for placement of recreational vehicles and/or temporary structures, when applicable.
- _____ 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.

Certification Requirements:

1. An elevation certificate (FEMA Form 81-31) is required prior to the actual start of any new construction. It shall be the duty of the permit holder to submit to the Development Compliance Officer a certification of the elevation of the reference level in relation to mean sea level. The Development Compliance Officer shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder prior to the beginning of construction. Failure to submit the certification or failure to make required corrections shall be cause to deny a floodplain development permit.
2. An elevation certificate (FEMA Form 81-31) is required after the reference level is established. Within seven calendar days of establishment of the reference level elevation, it shall be the duty of the permit holder to submit to the Development Compliance Officer a certification of the elevation of the reference level, in relation to mean sea level. Any work done within the seven-day calendar period and prior to submission of the certification shall be at the permit holder's risk. The Development Compliance Officer shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to further work being permitted to proceed. Failure to submit the certification or failure to make required corrections shall be cause to issue a stop-work order for the project.
3. A final as-built elevation certificate (FEMA Form 81-31) is required after construction is completed and prior to certificate of compliance/occupancy issuance. It shall be the duty of the permit holder to submit to the Development Compliance Officer a certification of final as-built construction of the elevation of tie reference level and all attendant utilities. The Development Compliance Officer shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to certificate

of compliance/occupancy issuance. In some instances, another certification may be required to certify corrected as-built construction. Failure to submit the certification or failure to make required corrections shall be cause to withhold the issuance of a certificate of compliance/occupancy.

4. If non- residential floodproofing is used to meet the regulatory flood protection elevation requirements, a floodproofing certificate (FEMA Form 81-65), with supporting data and an operational plan, is required prior to the actual start of any new construction. It shall be the duty of the permit holder to submit to the Development Compliance Officer a certification of the floodproofed design elevation of the reference level and all attendant utilities, in relation to mean sea level. Floodproofing certification shall be prepared by or under the direct supervision of a professional engineer or architect and certified by same. The Development Compliance Officer shall review the certificate data and plan. Deficiencies detected by such review shall be corrected by the applicant prior to permit approval. Failure to submit the certification or failure to make required corrections shall be cause to deny a floodplain development permit. Failure to construct in accordance with the certified design shall be cause to withhold the issuance of a certificate of compliance/occupancy.

Manufactured Homes:

If a manufactured home is placed within Zone A, AO, AE, or A1-30 and the elevation of the chassis is more than 36 inches in height above grade, an engineered foundation certification is required per Article 18 of the WMDO.

Watercourses:

If a watercourse is to be altered or relocated, a description of the extent of watercourse alteration or relocation; a professional engineer’s certified 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 showing the location of the proposed watercourse alteration or relocation shall all be submitted by the permit applicant prior to issuance of a floodplain development permit.

ACKNOWLEDGEMENT:

Please read through the following information and sign. Any project requiring a FEMA issued LOMA or LOMR shall be processed after written FEMA approvals have been submitted.

1. No work of any kind shall commence until a permit has been issued.
2. The permit may be revoked if any false statements are made herein.
3. If revoked, all work must cease until the permit is re-issued.
4. The permit will expire if no development activities occur within one (1) year of issuance.
5. Applicant is hereby informed that other permits may be required to fulfill local, state, and federal regulatory requirements.
6. Applicant hereby gives consent to the Development Compliance Officer to make reasonable inspections required to verify compliance with the permit.
7. No fill material or other development shall encroach into the floodway or non-encroachment area of any watercourse.

I / we do hereby certify that all information given above is true, complete and accurate to the best of my/our knowledge. I also authorize the Town of Wilson’s Mills or a contractor on behalf of the Town to conduct a site inspection to insure compliance to this application. **If owner is different from applicant, an Owner Consent Form must also be submitted.**

Applicant Print Name

Applicant Signature

Date