

# FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

Permit # FDP \_\_\_\_\_ - \_\_\_\_\_ (to be provided by Town)



WATER RESOURCES DEPARTMENT  
105-B Upchurch St.  
Apex, NC 27502

Failure to submit a completed application and permit application fee will delay approval of request.

## I. APPLICATION SUBMITTAL CHECKLIST:

Yes N/A

1. The development shall be designed and constructed per the current Town of Apex Standard Specifications and Construction Details.
2. Town of Apex Soil and Erosion Control Permit has been applied for or obtained.
3. If development encroaches the Floodway, a Conditional Letter of Map Revision (CLOMR) must be obtained from the Federal Emergency Management Agency (FEMA). A copy must be provided and attached to this application.
4. In order for residential properties to be proposed in the floodplain, the approved development plat must predate August 1, 2000. For residential properties meeting this criterion, and for all commercial and industrial properties, the lowest floor (including basement) and all attendant utilities shall be a minimum of two (2) feet above the base flood elevation. An Elevation Certificate must be submitted within twenty-one (21) calendar days of establishment of the lowest floor elevation, per Section 6.2.13(B)(5) of the Unified Development Ordinance and shall be submitted prior to occupancy.
5. If solid foundation perimeter walls are used, a minimum of two openings must be provided in the foundation wall having a total area of not less than one square inch for every one square foot of enclosed area subject to flooding.

The bottom of all openings shall be no higher than one foot above grade.

Openings may be equipped with screens, louvers, valves, or other coverings or devices provided they permit the automatic flow of floodwaters in both directions.

## II. PERMIT APPLICATION INFORMATION

Application Date:
Project Name:
Project Description:
Property PIN#:

### III. DESIGN INFORMATION

Permit requested for the following development within Special Flood Hazard Areas (check all that apply):

Construction Operations

Excavation:  Yes  No  
 Grading:  Yes  No  
 Fill, Floodfringe:  Yes  No  
 Fill, Floodway:  Yes  No

Development Type

Residential:   
 Commercial:   
 Industrial:

Infrastructure Type

Road:  Yes  No  
 Utility:  Yes  No  
 Building:  Yes  No  
 Mobile Home:  Yes  No

Description:

FIRM Data:

N/A      Map Panel #:                      Suffix:                      Flood Zone:  
                     Map Panel Date:                      Map Index Date:

Datum:       NGVD 1929       NAVD 1988

Floodway Development:

N/A      FEMA Case Number:      -      -

Building Construction:

N/A      Base Flood Elevation:                      feet, Mean Sea Level (MSL)

Proposed Elevation of Lowest Floor (Including Basement, and Garage if used for any purpose other than parking vehicles, building access, or storage), and all attendant utilities:

feet, Mean Sea Level (MSL)

Elevation Method:

Fill  
 Solid Foundation Perimeter Walls:

Number of Openings:

Distance from Ground Elevation:                      feet (this is the vertical distance between the ground elevation at the perimeter of the foundation wall and the openings)

Cover Type:       screens       louvers       valves       other       none

Dimensions per Opening:                      inches x                      inches

Enclosed Foundation Area:                      square feet

Cumulative Opening Area:                      square inches

Is this application a modification or revision to a previously permitted project? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, provide the project name:  <input type="checkbox"/> N/A	Previous Project Number:  <input type="checkbox"/> N/A
Legal name of person or company responsible for the construction of the development:	
Name:	Phone Number:
Address:	Email:

**IV. CERTIFICATIONS**

<b>Engineering firm responsible for design:</b>	
Name:	Phone Number:
Address:	Email:
<b>Professional Engineer's Certification:</b>	
<p>I attest that this application has been reviewed by me and is accurate and complete. I further attest the proposed design has been prepared in accordance with the applicable regulations and the Town of Apex Standard Specifications and Construction Details. Although certain portions of this submittal package may have been developed by other professionals, inclusion of these materials under my signature and seal signifies that I have reviewed this material and have judged it to be consistent with the proposed design.</p>	
Name (print):	
Signature: _____	SEAL
Date:	
<b>Certification of Party Responsible for Construction:</b>	
<p>I attest that this application has been reviewed by me and is accurate and complete to the best of my knowledge. I understand that a permit may be issued based on this application, and I will be responsible for compliance with the terms and conditions of this permit. By signing this application form, I on behalf of myself and the partnership corporation, limited liability company, or other business entity agree that service of any document or notice provided for by the Town of Apex Flood Damage Prevention Overlay District ordinance may be had at the address provided herein.</p>	
Name (print):	
Signature: _____	
Date:	