



Floodplain Review Application

SMALL ACCESSORY STRUCTURE - \$150

(Without conditioned space)

- If submitted due to NOV/SWO, then fee is doubled.
- Please make check or money order payable to Chatham County.
- This application covers two reviews. Additional reviews accrue additional fees.

Project Location:

Address: _____

Lot number and Subdivision: _____ PIN: _____

Flood Zone(s): X ☐ X-500 ☐ A ☐ AE ☐ VE ☐ BFE: _____ LiMWA: YES ☐ No ☐

Property Owner Information:

Name: _____ Phone: _____

Address: _____ Email: _____

Applicant Information:

Circle your role: Contractor / Developer / Surveyor / Engineer / Architect

Name: _____ Company: _____

Email: _____ Phone: _____

Additional Contact Information (optional): _____

Is your Application Complete?

Do you have two sets of site plans that meet the checklist requirements? Yes ☐ No ☐

Do you have two sets of construction plans that meet the checklist requirements? Yes ☐ No ☐

Did you complete and attach the Small Accessory Structure Checklist on page 2? Yes ☐ No ☐

Submitted By: _____ Date: _____

Office use only:

Check #: _____ Date Submitted: _____ Processed By: _____

Staff Comments: _____

Small Accessory Structure Checklist

Site Plan:

- ☐ Existing and proposed structures are clearly identified.
- ☐ Parcel boundaries are shown.
- ☐ Setbacks and easements are identified.
- ☐ Proposed septic tank and drain field are shown, if applicable.
- ☐ Flood zone designations and all Base Flood Elevations (BFE) are indicated.
- ☐ Fill calculations are provided for all material placed above the existing grade up to the BFE.
 - ☐ Developed parcels are permitted up to 10 cubic yards of fill within a 5-year period. If this limit is exceeded, all fill must be mitigated and shown on an **onsite mitigation plan***.

Additional Requirements (if site abuts salt marsh)

- ☐ Jurisdictional Determination Line flagged and approved by DNR in the past year. (Include line and date on plans).
- ☐ 25' State Waters Buffer identified.
- ☐ 35' County Riparian Buffer identified.

***On-Site Mitigation Plan:**

- ☐ Prepared and stamped by a registered engineer or land surveyor.
- ☐ Cut (excavation) and fill (backfill) location(s) identified.
- ☐ Cut and fill volume calculations provided for all areas.

Construction Plans:

- ☐ Finished heights above grade are shown (e.g., crawlspace, deck, driveway, garage, first floor, etc.).
- ☐ Adequate flood venting capacity is provided on plans.
 - ☐ Locations of hydrostatic or non-engineered vents are shown.
 - ☐ Dimensions and spacing of horizontal slats are shown below the BFE+3'.
 - ☐ Engineered flood vent model numbers and heights are identified (must be less than 12" from grade).
- ☐ Elevation pages show all sides of the structure, including the height of machinery, equipment, and flood vents.
- ☐ Heights of electrical outlets, ductwork, and plumbing fixtures are provided.
- ☐ Foundation details are identified.

Required Notes (to appear on all applicable pages)

- ☐ "No more than one enclosure is located below the BFE+3'."
- ☐ "All electrical components, plumbing fixtures, and ductwork are installed at or above the BFE+3'."
- ☐ "All materials used below the BFE+3' are flood damage resistant."
- ☐ "Disconnects to be installed at or above the BFE+3'."

The floodplain review team reserves the right to request additional information about the project once plan review gets underway.

By signing below, I acknowledge that I have read and completed the floodplain review application.

Signature of applicant _____

Date _____