



# 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.

WE NOW ACCEPT DIGITAL PLANS.

PLEASE SUBMIT VIA EMAIL DIRECTLY TO:

CAMCCAIN@CHATHAMCOUNTY.ORG  
&  
ACBLISS@CHATHAMCOUNTY.ORG.

### 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?

Did you submit digital site plans that meet the checklist requirements to this department? Yes ☐ No ☐

Did you submit digital construction plans that meet the checklist requirements to this department? 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 \_\_\_\_\_