



City of Havelock

Planning and Inspections Department
 PO Box 368 1 Governmental Ave.
 Havelock, NC 28532
 (252) 444-6433 Email: permits@havelocknc.us

OFFICE USE ONLY

Application #: _____
 Received: _____ By: _____
 Planning Approval: _____
 Date Approved: _____
 Public Works Approval: _____
 Date Approved: _____

FLOODPLAIN DEVELOPMENT PERMIT

This application must be completely filled out.

Applicant J : Property Owner Agent

Property Owner Information

Full Name:

_____ *Last* _____ *First* _____ *Phone Number/Email*

Address:

_____ *Street Address* _____ *City* _____ *State* _____ *Zip Code*

Agent Information

Company: _____

Full Name:

_____ *Last* _____ *First* _____ *Phone Number/Email*

Address:

_____ *Street Address* _____ *City* _____ *State* _____ *Zip Code*

Project Information

Address of Proposal:

Tax Parcel ID Number: _____

DISCLOSURE: By signing below, I am acknowledging that I have included **ALL** applicable information required on the plan in order to be considered "Complete and ready for review." If it is discovered that required information is not included on the plans or I have not provided some required information, I understand that the above referenced project may be deemed "Not ready for review" and may require additional staff time or may be rejected. Additionally, I understand that the City of Havelock reserves the right to request any additional information as necessary.

Owner/Agent Signature: _____ **Date:** _____

FOR OFFICE USE ONLY

Zoning District: _____ Setback Requirements: Front: _____ Side: _____ Rear: _____

Feet from Side Property Line: _____ Feet from Rear Property Line: _____

APZ: YES NO Zone: _____ Sound Attenuation Req'd: YES NO NLR: _____

Utilities: Water/Sewer: Public Private - Health Dept Permit # _____

Building Official Approval: _____ Date: _____

Approved by Floodplain Administrator: _____ Date: _____

Floodplain Development Permit Applicant Submittal Checklist

X	Applicant		Staff	X
	Zoning and Building/Accessory Structure Permit Application			
	Floodplain Development Permit Application			
	Survey (See UDO Chapter 156.02 for requirements)			
Project Description				
	Type of Development: Excavation:_____ Fill:_____ Grading:_____ Utility Construction:_____			
	Road Construction:_____ Residential Construction:_____ Nonresidential Construction:_____			
	Addition:_____ Renovation:_____ Other (specify):_____			
	Size of Development: _____ Datum Used: NGVD 1929 NAVD 1988 <i>(Circle one)</i>			
	FIRM Data: Map Panel # _____ Suffix _____ Map Panel Effective Date: _____			
	Regulatory Floodway/Non-Encroachment Area Info: Inside Regulatory Floodway/Non-encroachment area _____			
	No Regulatory Floodway/Non-encroachment area provided _____			
	Development Standards Data:			
	1. If located within a Regulatory Floodway or Non-encroachment area as noted above, attach engineering certification and supporting data as required. <i>(See Section 156.02(E)(6))</i>			
	2. Base Flood elevation (BFE) per FIRM at development site _____			
	3. Regulatory flood elevation at development site <i>(BFE + 2 ft. freeboard)</i> : _____			
	4. Elevation in relation to mean sea level (MSL) at or above which the lowest floor (including basement) must be constructed _____ <i>(at or above BFE + 2 ft. freeboard)</i>			
	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 _____ <i>(at or above BFE + 2 Ft. freeboard)</i>			
	6. Will garage <i>(if applicable)</i> be used for any purpose other than parking vehicles, building access, or storage? Yes No If yes, then the garage must be used in determining the lowest floor elevation.			
	7. Proposed method of elevating the structure: Fill Foundation <i>(Circle one.)</i> (a) If foundation wall is used - provide minimum of 2 openings (b) Total area of openings required: _____ <i>(1 sq. inch per sq. ft of enclosed footprint area below BFE.)</i>			
	8. Will any watercourse be altered or relocated as a result of the proposed development) Yes No If yes, name of watercourse _____ If yes, attach a description of the extent of the alteration or relocation.			
	9. Floodproofing information (if applicable): (For non-residential structures only.) Elevation in relation to mean sea level (MSL) to which structure shall be floodproofed _____ <i>(BFE + 2 ft. freeboard)</i>			