

CITY OF HOLLY SPRINGS
DEVELOPMENT PERMIT REVIEW CHECKLIST

PERMIT NO. _____

1. Is development sit in the Special Flood Hazard Area? Yes No
Type of development: Excavation Fill Grading Buildings or other structures
Other alterations specify): _____

If yes, what is the Flood Zone: _____
Is the development over 50 lots or 5 acres or more? Yes No
(If yes, you must develop a Base Flood Elevation (BFE))
2. Is permit application complete?
Appropriate spaces are filled out.
Attached plans adequately described the proposed development
Elevations of the lowest floor of proposed structures are provided.
Required certificates (for floodproofing methods) are attached, signed, and sealed.
Base Flood Elevation data is provided for large subdivision proposals.
Flood Insurance Rate Map and Panel Number _____
3. Does proposed development require other permits Yes No
They are attached.
Location of Proposed Development _____
4. What is the Base Flood Elevation (or depth number) at the development site? _____

How does this compare to the lowest floor elevation? _____
Feet above Base Flood Elevation _____ Feet below Base Flood Elevation _____
5. Does proposed development meet NFIP General Standards?
Construction materials and methods resistant to flood damage
Anchored properly
Utilities safe from flooding.
Enclosures below BFE have openings (A Zone) or breakaway wall (V zone)

Specific Standards?
Lowest floor elevated above BFE (or floodproofed, nonresidential only).
Subdivisions designed to minimize flood damage.
Encroachments – proposed action will not obstruct flood waters.
6. Is proposed development in designated floodway? Yes No
If yes has applicant demonstrated that development will result in No increase in flood heights? Yes No

RECOMMENDATION

- Grant Permit Request Additional Information Deny Permit

Local Administrator: _____ Date: _____