



**Orange County Planning & Inspections Department**

131 W. Margaret Lane, Suite 200, Hillsborough, NC 27278

919-245-2575 or [planningapps@orangecountync.gov](mailto:planningapps@orangecountync.gov)

**Flood Development Permit Application**

Please check all applicable boxes and complete the required documentation.

If completing by hand, please use black or blue ink.

**\* Please fill out all required fields**

Date: \_\_\_\_\_

**Contact Information\***

Property Owner(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant (if different than property owner): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Property Information\***

Parcel ID Number (PIN): \_\_\_\_\_ Acreage: \_\_\_\_\_

Address: \_\_\_\_\_

**Proposal\***

Please select all applicable boxes:

**Structures**

- Residential  Non-residential  Accessory
- New  Replacement  Addition  Alteration/Renovation
- Deconstruction  Relocation

**Waterway**

- Alteration  Relocation  Improvement  Required buffer restoration/mitigation

**Utilities** (i.e. above ground and/or buried utility lines)

- New  Alteration  Relocation  Deconstruction

**Streets** (i.e. public/private, driveway, bridge, rail, pedestrian path, etc.)

- New  Alteration  Relocation  Deconstruction

**Other**

- Drainage improvement(s), including culvert work  Grading  Fill  Excavation

Total disturbed land area (in square feet): \_\_\_\_\_

Description of proposed work/activity: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## Existing Structures

If more than four (4) existing structures/buildings, please attach additional information.

Type/Use	In SFHA? (Y/N)	Existing floor area (in square feet)	Total floor area (in square feet) proposed	Value of structure	Structure being altered as part of this project? (Y/N)	Cost of construction

## FIRM Data

Map Parcel Number: \_\_\_\_\_ Suffix: \_\_\_\_\_

Map Panel Date: \_\_\_\_\_

Flood Zone (actual zone): \_\_\_\_\_ Map Index Date: \_\_\_\_\_

### Regulatory Floodway/Non-Encroachment Area Info (please select one):

- Project Within Floodway/Non-encroachment Area  
 Project Outside Floodway/Non-encroachment Area

NOTE: Per Section(s) 6.21.5 (A) and (C) of the Orange County Unified Development Ordinance (UDO), applicants are required to attach engineering certification, and supporting data, demonstrating development activity will not result in an increase in flood levels (i.e. a no-rise certification) for projects located within floodways or non-encroachment areas.

Base Flood Elevation (BFE) for Property: \_\_\_\_\_

NOTE: Per Section(s) 6.21.5 (B) (1) and (2) of the UDO, substantial improvement of any existing residential and non-residential structure (including manufactured homes) shall require the reference level, including basement, elevated no lower than two feet above the regulatory flood protection elevation, as defined in Article 10 of the UDO. This includes all utilities (i.e. electric, HVAC ducts, heating/air conditioning/electrical equipment, etc.).

Per Section 2.6.2 (B) of the UDO, proposed elevation, and method thereof, of all development within a special flood hazard area shall be based on the following datum:

- 1) Elevation in relation to NAVD 1988 of the proposed reference level (including basement) of all structures;
- 2) Elevation in relation to NAVD 1988 to which any non-residential structure in Zone AE will be flood-proofed; and
- 3) Elevation in relation to NAVD 1988 to which any proposed utility systems will be elevated or flood proofed.

New development within the regulatory floodway is expressly prohibited.

Does project involve the development of a garage?  Yes  No

If yes, will garage be used for any purpose other than parking vehicles, building access, or storage?  Yes  No

NOTE: If the garage area is going to be used for any purpose other than parking vehicles, building access, or storage then the garage shall be used in determining the lowest floor elevation in accordance with applicable County regulation(s) as embodied within the UDO.

Proposed Method of Elevating Pre-FIRM Structure: \_\_\_\_\_

Note: If foundation wall is used, demonstrate a minimum of two (2) openings. Required openings are to be 1 square inch per square feet of enclosed footprint area below identified BFE.

## Certification and Signatures

I, the undersigned, understand that the issuance of a Floodplain Development Permit in accordance with the provisions of Section 2.6 of the UDO is contingent upon the above/submitted information being correct and that the plans and supporting data have been or shall be provided as required. I also understand that prior to occupancy of the structure being permitted, an elevation and/or flood proofing certificate signed by a professional engineer or registered land surveyor must be on file with the Orange County Planning and Inspections Department indicating the "as built" elevations in relation to mean sea level (MSL).

I certify that, to the best of my knowledge, the information contained within this application package, and in the supporting documents, is a factual representation of the proposed development and includes all submittal information as required in Section 2.6 of the UDO. I understand that no work of any kind shall commence until a Permit has been issued, that same may be revoked if any false or misleading statements are made herein and, if revoked, all work must cease until the Permit is re-issued.

By signing this application, I acknowledge and agree that the County Floodplain Administrator, or their designee, have a right, upon presentation of proper credentials, to enter the subject property at any reasonable hour for the purposes of inspection or other enforcement action.

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**Owner Signature(s)**

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**Applicant Signature** (if different from owner)

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**Date**

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**Date**