

# Permit Review Checklist

PERMIT # \_\_\_\_\_

## APPLICATION

1. Does proposed development meet NFIP standards?  
 Construction materials and methods resistant to flood damage  
 Utilities floodproofed or flood resistant  
 Anchored properly  
 Manufactured Homes elevated on permanent foundations  
 Subdivisions designed to minimize flood damage  
 Encroachments - proposed-action will not obstruct flood waters  
 Not located in floodway
  
2. Is permit application complete?  
 Development adequately described  
 Plans attached  
 B.F.E. determined at development site  
 Applicant/Builder knowledgeable of:  
 BFE  
 Lowest floor or floodproof elevation  
 Elevation or floodproofing certificates  
 mandatory for your records  
 Hydraulic analysis of development on the BFE (if \_\_\_\_\_ necessary)  
 Fee paid
  
3. Other Permits  
 401     404     SHIPO     DEQ     Dept. of Mines  
 Other ( \_\_\_\_\_ )     State Health Department

## PERMIT WRAP-UP

- Action by floodplain administrator or governing body?
- Grant permit  
 Conditionally Approved - Request additional information  
 Deny permit

## COMMENTS OR INFORMATION NEEDED:

- On file:
- Development description  
 Elevation certification  
 Floodproofing certification  
 Analysis of development on BFE (if necessary)  
 Physical changes to the floodplain  
 Signed and approved development permit