

**TOWN OF WOODLOCH  
PERMIT APPLICATION FORM**

Please Print

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**SECTION I. General Provisions** (APPLICANT to read and sign)

1. No work of any kind may start until a permit is issued.
2. The permit may be revoked if any false statements are made herein.
3. If revoked, all work must cease until permit is re-issued.
4. Development shall not be used or occupied until a Certificate of Compliance is issued.
5. The permit will expire if no work is commenced within six months of issuance.
6. Applicant is hereby informed that other permits may be required to fulfill local, state, and federal regulatory requirements.
7. Applicant hereby gives consent to the Local Administrator or his/her representative to make reasonable inspections required to verify compliance.
8. AS APPLICANT, I CERTIFY THAT ALL STATEMENTS HEREIN AND IN ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE.
9. APPLICANTS'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

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**SECTION II. Proposed Development** (To be Completed by APPLICANT)

NAME

ADDRESS

TELEPHONE

\_\_\_\_\_  
APPLICANT

\_\_\_\_\_  
BUILDER

\_\_\_\_\_  
ENGINEER

**PROJECT LOCATION:**

To avoid delay in processing the application, please provide enough information to easily identify the project location. Provide the street address, lot number or legal description (attach). A sketch attached to this application showing the project location would be helpful.

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

DESCRIPTION OF WORK (Check all applicable boxes):

A. STRUCTURAL DEVELOPMENT

ACTIVITY

- New Structure
- Addition
- Alteration
- Relocation
- Demolition
- Replacement
- Flood Damage Repairs

STRUCTURE TYPE

- Residential
- Non-residential (Floodproofing?   ‘Yes   ‘No)

ESTIMATED COST OF PROJECT \$ \_\_\_\_\_

B. OTHER DEVELOPMENT ACTIVITIES

- Clearing            Fill            Grading
- Excavation (except for Structural Development Checked Above)
- Watercourse Alteration (Including Dredging and Channel Modifications)
- Drainage Improvements (Including Culvert Work)
- Other (Please specify) \_\_\_\_\_

After completing SECTION II, APPLICANT should submit form to the Local Administrator for review.

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**SECTION III. FLOODPLAIN DETERMINATION (To be completed by the Administrator)**

The proposed development is located on FIRM Panel No. 535G of 750 , Dated August 18, 2014

The proposed development:

Is **NOT** located in a Special Flood Hazard Area (Notify the applicant that the application review is complete and NO FLOOD PLAIN DEVELOPMENT PERMIT IS REQUIRED).

Is partially located in the SFHA, but building/development is not.

Is located in a Special Flood Hazard Area:

FIRM zone designation is AE.

“100 Year” flood elevation at the site is: \_\_\_\_\_ ft. NGVD (MSL)

Slab elevation at site is \_\_\_\_\_

Is located in the floodway.

FBFM Panel No. \_\_\_\_\_, Dated \_\_\_\_\_

(If different from the FIRM panel and date)

See Section IV. For additional instructions.

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

Permit Official / Local Flood Plain Administrator

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**SECTION IV. ADDITIONAL INFORMATION REQUIRED** (To be completed by Local Administrator)

The applicant must submit the documents checked below before the application can be processed:

- A site plan showing the location of all existing structures, water bodies, adjacent roads, lot dimensions, and proposed development.
- Development plans, drawn to scale, and specifications, including where applicable: details for anchoring structures, proposed elevation of lowest floor (including basement), types of water-resistant materials used below the first floor, details of flood proofing of utilities located below the first floor, and details of enclosures below the first floor.

Also, \_\_\_\_\_  
\_\_\_\_\_

- Subdivision or other development plans. (If the subdivision or other development exceeds 50 lots or 5 acres, whichever is the lesser, the applicant must provide "100-year" flood elevations if they are not otherwise available).
- Plans showing the extent of watercourse relocation and/or land form alterations.
- Change in water elevation (in feet) \_\_\_\_\_
- Meets ordinance limits on elevation increases  Yes  No
- Top of new compacted fill elevation \_\_\_\_\_ ft. NGVD (MSL).
- Flood proofing protection level (non-residential only) \_\_\_\_\_ ft. NGVD (MSL). For flood proofed structures, applicant must attach certification from registered engineer or architect.
- Certification from a registered engineer that the proposed activity in a regulatory flood way will not result in any increase in the height of the "100-year" flood. A copy of all data and hydraulic/hydrologic calculations supporting this finding must also be submitted.

***X Other: ALL APPLICANTS MUST SUBMIT PROPERTY PRE-FLOOD APPRAISAL OR MAY USE MCAD APPRAISAL VALUE. ALL APPLICANTS MUST SUBMIT ONE (1) OF THE FOLLOWING: (1) INSURANCE, (2) FEMA, OR (3) VALID CONTRACTOR ESTIMATE OF DAMAGES OR REPAIRS.***

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**SECTION V. PERMIT DETERMINATION** (To be completed by Local Administrator)

I have determined that the proposed activity": **A:**  IS **B:**  IS NOT in conformance with provision of Ordinance 98=001 (Building Code) AND Ordinance 2014-002 (Flood Damage Prevention) . The permit is issued subject to the conditions attached to and made part of this permit.

SIGNED \_\_\_\_\_  
Permit Official / Local Flood Plain Administrator

DATE \_\_\_\_\_

If Box A is checked, the Local Administrator may issue a Development Permit upon payment of designated fee.

If Box B is checked, the Local Administrator will provide a written summary of deficiencies. Applicant may revise and resubmit an application to the Local Administrator or may request hearing from the Board of Appeals.

#### APPEALS

Appealed to Board of Appeals

Yes

No

Hearing date: \_\_\_\_\_

Board of Appeals Decision

Approved

Denied

Reasons/Conditions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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#### **SECTION VI. AS BUILT ELEVATIONS** ( To be submitted by APPLICANT before Certification of Compliance is issued)

The following information must be provided for structures that are part of this application. This section must be completed by a registered professional engineer or a licensed land surveyor (or attach a certification to this application). Complete 1 and 2 below.

1. Actual (As-Built) elevation of the top of the lowest floor, including basement is: \_\_\_\_\_ ft. NGVD (MSL).
2. Actual (As-Built) elevation of flood proofing protection is \_\_\_\_\_ ft. NGVD (MSL).

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#### **SECTION VII. FEES** ( To be completed by Local Administrator)

Base Fee \$ 20.00

Administration Fee \$ \_\_\_\_\_

Engineering Fee \$ \_\_\_\_\_

Plan Checking \$ \_\_\_\_\_

Total Fees with Submission \$ \_\_\_\_\_

Check # \_\_\_\_\_

Money Order # \_\_\_\_\_

Certified Check # \_\_\_\_\_

***DUE TO THE FINANCIAL HARDNESS OF THIS DISASTER ON EVERYONE  
ONLY THE BASE FEE APPLIES***

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**SECTION VIII. COMPLIANCE ACTION** ( To be completed by Local Administrator/Contract Inspector)

The Local Administrator will complete this section as applicable based on inspection of the project to ensure compliance with the community's local law for flood damage prevention.

INSPECTIONS	DATE _____	BY _____	DEFICIENCIES? ' Yes ' No
	DATE _____	BY _____	DEFICIENCIES? ' Yes ' No
	DATE _____	BY _____	DEFICIENCIES? ' Yes ' No

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**SECTION VIII. CERTIFICATE OF COMPLIANCE** (To be completed by Local Administrator)

Certificate of Compliance issued:      DATE \_\_\_\_\_      BY \_\_\_\_\_

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**SECTION IX. PLAN REVIEW CALCULATOR** (Rev. 2013)

Please refer to next page for permitting fee amounts.

**Town of Woodloch**  
**Plan Review Calculator**  
Revised February, 2013

<b>Total Construction Cost</b>	<b>10000</b>	<b>20000</b>	<b>30000</b>	<b>40000</b>	<b>50000</b>	<b>60000</b>	<b>70000</b>	<b>80000</b>	<b>90000</b>	<b>100000</b>	<b>110000</b>	<b>120000</b>	<b>130000</b>	<b>140000</b>	<b>150000</b>
Base Fee	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00
Administration	0.00	6.00	12.00	18.00	24.00	30.00	36.00	42.00	48.00	54.00	60.00	66.00	72.00	78.00	84.00
Sub Total	17.00	23.00	29.00	35.00	41.00	47.00	53.00	59.00	65.00	71.00	77.00	83.00	89.00	95.00	101.00
Engineering															
Plan Checking	0.00	11.50	14.50	17.50	20.50	23.50	26.50	29.50	32.50	35.50	38.50	41.50	44.50	47.50	50.50
<b>Total Fee Required at Submission</b>	<b>17.00</b>	<b>34.50</b>	<b>43.50</b>	<b>52.50</b>	<b>61.50</b>	<b>70.50</b>	<b>79.50</b>	<b>88.50</b>	<b>97.50</b>	<b>106.50</b>	<b>115.50</b>	<b>124.50</b>	<b>133.50</b>	<b>142.50</b>	<b>151.50</b>

<b>Total Construction Cost</b>	<b>160000</b>	<b>170000</b>	<b>180000</b>	<b>190000</b>	<b>200000</b>	<b>210000</b>	<b>220000</b>	<b>230000</b>	<b>240000</b>	<b>250000</b>	<b>260000</b>	<b>270000</b>	<b>280000</b>	<b>290000</b>	<b>300000</b>
Base Fee	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00
Administration	90.00	96.00	102.00	108.00	114.00	120.00	126.00	132.00	138.00	144.00	150.00	156.00	162.00	168.00	174.00
Sub Total	107.00	113.00	119.00	125.00	131.00	137.00	143.00	149.00	155.00	161.00	167.00	173.00	179.00	185.00	191.00
Engineering															
Plan Checking	53.50	56.50	59.50	62.50	65.50	68.50	71.50	74.50	77.50	80.50	83.50	86.50	89.50	92.50	95.50
<b>Total Fee Required at Submission</b>	<b>160.50</b>	<b>169.50</b>	<b>178.50</b>	<b>187.50</b>	<b>196.50</b>	<b>205.50</b>	<b>214.50</b>	<b>223.50</b>	<b>232.50</b>	<b>241.50</b>	<b>250.50</b>	<b>259.50</b>	<b>268.50</b>	<b>277.50</b>	<b>286.50</b>

<b>Total Construction Cost</b>	<b>310000</b>	<b>320000</b>	<b>330000</b>	<b>340000</b>	<b>350000</b>	<b>360000</b>	<b>370000</b>	<b>380000</b>	<b>390000</b>	<b>400000</b>	<b>410000</b>	<b>420000</b>	<b>430000</b>	<b>440000</b>	<b>450000</b>
Base Fee	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00
Administration	180.00	186.00	192.00	198.00	204.00	210.00	216.00	222.00	228.00	234.00	240.00	246.00	252.00	258.00	264.00
Sub Total	197.00	203.00	209.00	215.00	221.00	227.00	233.00	239.00	245.00	251.00	257.00	263.00	269.00	275.00	281.00
Engineering															
Plan Checking	50.50	62.00	65.00	68.00	71.00	74.00	77.00	80.00	83.00	86.00	89.00	92.00	95.00	98.00	101.00
<b>Total Fee Required at Submission</b>	<b>247.50</b>	<b>265.00</b>	<b>274.00</b>	<b>283.00</b>	<b>292.00</b>	<b>301.00</b>	<b>310.00</b>	<b>319.00</b>	<b>328.00</b>	<b>337.00</b>	<b>346.00</b>	<b>355.00</b>	<b>364.00</b>	<b>373.00</b>	<b>382.00</b>