

# ENGINEERING - FLOODPLAIN REVIEW APPLICATION

Administrative Building – Room 430  
124 Bull Street  
Savannah, Georgia 31401



A completed Floodplain Review Application and applicable fee(s) can be submitted in person to the above address. See the Floodplain Review Application checklist on the next page to ensure application packet is complete. Partial application packets will not be accepted.

**Detailed Project Description:** \_\_\_\_\_  
\_\_\_\_\_

### Project Details:

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

Property Identification Number (PIN): \_\_\_\_\_

Lot number and Subdivision: \_\_\_\_\_

### Contact Information:

**Property Owner:** \_\_\_\_\_

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

### *Contractor/ Developer, Surveyor, Engineer, or Architect (Circle your role if not property Owner)*

Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

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

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

**Application Type (separate fees apply):**  Flood Study (WHAFIS, etc)  Construction Project

### Applicable fees (checks or money orders made payable to CHATHAM COUNTY).

- Flood Study Review: \$150
- Initial Review including one revision submission: \$150
- Additional Reviews: \$150

**This submission is the**  Initial Review  Revision (2<sup>nd</sup> Review)  3<sup>rd</sup> Review  4<sup>th</sup> Review

Application submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

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### OFFICE USE ONLY

Check No.: \_\_\_\_\_ Date Submitted: \_\_\_\_\_ Date Processed: \_\_\_\_\_ Date Completed: \_\_\_\_\_

### FLOOD ZONE INFORMATION:

X  X-500  A  AE  VE **LiMWA** YES/NO **BFE** \_\_\_\_\_ **Adjacent Grade** \_\_\_\_\_

### STAFF COMMENTS:

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

# FLOODPLAIN REVIEW APPLICATION CHECKLIST

## NOTES:

- 1- Only Completed Floodplain Review Application Packets will be accepted.
- 2- Emailed documents will ONLY be accepted with prior approval from Floodplain Staff.
- 3- Construction project plans and drawings should be on sheets sized 11X17 or larger.
- 4- Three (3) sets of completed plans required. One set retained for Floodplain and two sets for Building Safety.
- 5- All elevations are to be referenced in NAVD88 Datum, unless otherwise noted.
- 6- Use the Chatham County Flood Damage Prevention Ordinance (FDPO) for guidance on projects in the floodplain.

## Checklist for Construction Project:

**SITE PLAN:** To show where the proposed project / activity is situated on the parcel.

To include, at minimum, the following details:

- Flood zone designation(s) and demarcation line.
- Existing grade and survey data points displayed to the NAVD88 Datum.
- Existing and proposed structures.
- If abutting the marsh, then plans should show and include:
  - o Jurisdictional Determination (JD) Line and include Verification Letter
  - o State Waters Buffer/Exemption – 25' from JD Line. If not shown on plans, exemption letter must be submitted.)
  - o Marsh Buffer (aka County Riparian Buffer) determination – 35' from State Waters Buffer line
- If cut/fill are proposed, then an on-site mitigation plan\* must be submitted.

**\*ON-SITE MITIGATION PLAN** (if cut/fill are proposed): To show type and location of cut and fill volumes.

- Fill materials are to be identified on plans (soil, concrete, crush and run, etc.)
- Cut/fill locations are to be identified in detail on plans.
- Proposed mitigation calculations for backfill (fill) and excavation (cut) must be shown on plans. Plans submitted without volumetric calculations will not be reviewed until calculations are submitted.
- Plans must be prepared and stamped by a registered engineer or land surveyor.

**CONSTRUCTION DRAWINGS:** To show structure design and components required per FDPO.

To include, at minimum, the following details:

- Elevation View with elevations of lowest floor, AC unit at minimum. All sides of structure to be shown.
- Existing grade adjacent to the structure.
- Proposed grade adjacent to the structure.
- Finished floor elevation (FFE) – including garage, driveway, sidewalk, first floor living, porch
- Placement of hydrostatic vent, aka flood vents, if needed. Note: Bottom of vent should not exceed 12-inches above final finished grade and/or finished garage floor elevation).
- Wall section shall contain at a minimum:
  - Placement of hydrostatic vents and/or wooden slats with bottom elevation shown.
  - If applicable, flood proof materials to be used for areas below BFE + 3.
- If a garage is included, must show a garage/slab turn-down footing detail.

## **ELEVATION CERTIFICATE:**

- Construction Drawing Elevation Certificate (EC)
  - Required for new residence, reconstruction, additions, and detached accessory structures.
  - Form must be correctly submitted or review will be delayed.
  - A photo for each side of structure is required and must clearly show structure and flood vents.

**NOTE:** Additional iterations of the EC are collected for most projects. The *Building Under Construction EC* is collected once the bottom floor or lowest horizontal member is put in place. The final EC, called the *Finished Construction EC*, will be required for most projects

**Floodplain Review approval letters will indicate floodplain documentation required for your project. Be sure to submit all required floodplain documentation to prevent delays in the issuance of the CO or CC.**

*Question? Call the Floodplain Management Office, Chatham County Department of Engineering, 124 Bull Street, Room 430, Savannah, Georgia 31410, Office: (912) 652-7800, Fax: (912) 652-7818*