



Town of River Bend

Floodplain Development and/or Improvement Permit

Permit No. _____

1. Applicant's Name		Phone No.
2. Street Address	Mailing Address, if different:	
3. Property Owner's Name (if different from Applicant)		Phone No.
4. Contact Name		Phone No.
5. Site Location (Street, Road, etc.)	Lot No.	District Zone of Site
6. Plat Plan: <u>Required</u> - Must include proposed changes (See Instructions on Reverse)		
7. No Adverse Impact and/or No Rise Certification: (See Instructions to see if required)		
8. Proposed Development and/or Improvement: (Please Describe)		
<p>_____</p> <p>_____</p> <p>Proposed Use: <input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential: (Explain) _____</p> <p>_____</p> <p>Estimated Cost of Project: _____</p> <p>Proposed Square Footage of Structure: _____</p>		
9. Proposed Method of Elevating the Structure:		

10. Number of Hydrostatic Vents and Location on Structure: <u>Required</u> - Show location, size, and distance above grade on proposed structure foundation plan (See Instructions on Reverse)		
11. Lowest Floor Elevation (including basement) at the proposed site or Method of Floodproofing the Structure (non-residential only):		
12. Current Market Value of Existing <u>Structure</u> (Obtained from the Craven County Tax Office or you can include an appraisal of the structure <u>only</u>)		
13. Percentage of Substantial Improvement (include work for last two years from date of application)		
<u>Required Attachments:</u> (See reverse for instructions) Plat Plan No Rise Certification and/or No Adverse Impact Foundation Plan		
Applicant's Signature		Date
Signature of Floodplain Administrator Indicating Project Approval		Date
Permit Fee: \$		

Permits Required

A permit is required for proposed building, construction, alterations, etc., located within the jurisdictional area of the Town of River Bend to assure conformity with the requirements of the Town's Floodplain Ordinance. The Floodplain Ordinance and all other Town ordinances are available for inspection or purchase at the River Bend Town Hall.

Form Instructions

**Applicant must complete all items. If an item does not apply to this application, write N/A.
All appropriate boxes must be checked.
All drawings must be accurate and attached to the application.
Application must be signed and dated by applicant.**

Additional instructions are provided below for assistance in completing line items 6, 7, 8 and 11.

#6. Each application for a floodplain permit shall be accompanied with a plat signed and sealed by a licensed surveyor drawn to scale showing accurate dimensions of the lot, applicable easements, elevations of site including driveways and drainage features, relationship to adjoining lots and accurate dimensions of the building to be erected, constructed or altered, including its location on the lot if the proposed work is to be performed to the exterior of the home and/or the lot. The Floodplain Administrator will determine the applicability of this requirement.

#7. If the proposed development will be performed upon the lot and includes, but is not limited to, watercourse relocation, filling of the water basin, grading, laying pipes, filling of the land, and/or drilling, a No Rise Certification and/or a No Adverse Impact signed and sealed by a professional engineer, licensed to practice in North Carolina, must be furnished with this permit. The Floodplain Administrator will determine the applicability of this requirement.

PLEASE NOTE: *You must contact the Floodplain Administrator when foundation construction is complete so that it can be inspected.*

#10. Enclosure designs must either be certified by a registered professional engineer or meet or exceed the following minimum criteria:

- A minimum of two (2) openings having a total net area of not less than one (1) square inch for every square foot of enclosed area subject to flooding.
- The bottom of all openings shall be no higher than one (1) foot above grade.

Openings may be equipped with screens, louvers, valves, or other openings or devices provided that they permit the automatic entry and exit of floodwaters.

Failure to complete form properly or to provide the required information and drawings will delay the processing of your application.

**A COPY OF THIS FLOODPLAIN PERMIT MUST BE POSTED IN A CONSPICUOUS PLACE ON PROPERTY DURING CONSTRUCTION.
HOLDER OF FLOODPLAIN PERMIT MUST CONTACT THE FLOODPLAIN ADMINISTRATOR UPON COMPLETION OF PROJECT.**

Note: If the proposed construction requires a County Building Permit, a copy of this certificate must be delivered to the Craven County Inspection Department (2818 Neuse Blvd. 636-4987) prior to issuance of that permit.

Contact Us:

45 Shoreline Drive, River Bend, NC 28562
Phone: (252) 638-3870 ext. 216 Fax: (252) 638-2580
zoning@riverbendnc.org or www.riverbendnc.org

8:00 a.m. to 4:00 p.m. Monday – Friday