

Flood Permit Application Checklist

Overview

The following checklist has been prepared by the Town of Cavendish to inform you, the applicant, of the minimum application requirements when submitting an application for a flood permit. All information or documentation required on the checklist must be provided prior to any application being accepted as complete.

Should you have questions, or require assistance in preparing your application, please contact the office of the Town Manager (802-226-7291).

Minimum Flood Permit Application Requirements

- Submission of fully completed application forms:
 - Application for Flood Permit
- All applicable fees
- Thorough description of the proposed development
- Name and address of all abutters
- Site Location Map
- Site plan that depicts:
 - Property boundaries and dimensions of the lot
 - Location of existing and proposed development (e.g. roads, driveways, easements/ROW, utilities, grading and drainage, excavation or fill, building footprints)
 - Delineation of floodway and floodway fringe areas
 - Surface waters, topography/elevations, relevant landmarks
 - Scale bar, elevation datum conversions (where appropriate), north arrow
- Elevation plans that adequately depict:
 - Base flood elevations
 - Building elevations/elevation of the lowest floor. (The elevation datum should be referenced to that of the most recent NFIP Flood Insurance Rate Map or Flood Study.)
 - Construction materials/methods/practices per the appropriate flood standards
- Additional plans or documentation in sufficient detail to show that the project meets all other applicable standards
- Description or plan for proposed potable water supply and wastewater disposal
- Detailed cost estimations sufficient in order to determine if the project constitutes a “substantial improvement”, as well as completed/signed Owner and Contractor Affidavits
- ANR Project Review Sheet or Permit Navigator Report (<https://dec.vermont.gov/permitnavigator>)
- Copies of all other required local permits