



# Development/Grading/Fill Permit Application

## Property Owner Information

Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Email Address \_\_\_\_\_

## Applicant Information

Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Email Address \_\_\_\_\_

## Property Information

*If Located in a Subdivision:*

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

Subdivision Name: \_\_\_\_\_ Block : \_\_\_\_\_ Lot No.: \_\_\_\_\_

*If Not Located in a Subdivision, attach a location/vicinity map of the property:*

Survey Name: \_\_\_\_\_ Abstract No: \_\_\_\_\_  
Tract No.: \_\_\_\_\_ Acreage: \_\_\_\_\_

## Nature of Proposed Work (check and complete all that apply)

Current Land Use:  Residential  Non-Residential  
Type of Work:  New Development  Addition to an Existing Structure or Construction of Accessory Building  
 Placement of Fill  Alteration of a Natural Waterway or Drainage Course  
 Other

## Description of Proposed Work

Describe Proposed Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Notes: (1) Additional information may be required, including, but not limited to, copies of plans illustrating the proposed work, a drainage analysis, and a grading plan.  
(2) The applicant shall provide copies of plans and specifications of any proposed work within a flood plain.  
(3) The flood hazard boundary maps and other flood data used by the Town Engineer in evaluating flood hazards to proposed developments are considered reasonable and accurate for regulatory purposes and are based on the best available scientific and engineering data. On rare occasions greater floods can and will occur and flood heights may be increased by man-made or natural causes. Issuance of an exemption certificate does not imply that developments outside the identified areas of special flood hazard will be free from flooding or flood damage. Issuance of an exemption certificate shall not create liability on the part of the Town of Bartonville, the Town Engineer or any officer or employee of the Town of Bartonville in the event flooding or flood damage does occur. Additional federal, state or local, permits may be required.

To the best of my knowledge, the above information is correct.

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Signature of Property Owner

Date

## OFFICE USE ONLY

Is the property located in an identified flood hazard area?  Yes  No

Is the property located in the floodway?  Yes  No

FIRM Zone Designation is: \_\_\_\_\_ FIRM Panel No. \_\_\_\_\_ Dated \_\_\_\_\_

Base Flood Elevation at the site is \_\_\_\_\_ ft NGVD (MSL) or is unavailable \_\_\_\_\_

Is additional information required (including Letter of Map Change)?  Yes  No

Ensure that applicant is receiving the necessary federal, state, or local permits.  Yes  No

Action:  Permit Application Approved  Permit Application Denied  Variance Issued

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Town Engineer

Date

**THIS PERMIT IS VALID FOR ONE YEAR FROM DATE ISSUED AND WILL NEED TO BE RENEWED IF WORK IS NOT COMPLETED AT THAT TIME**

**Information that may be required as part of a Development/Grading/Fill Permit Application may include the following:**

- (1) Plans showing the location, dimensions, and elevation of existing and proposed structures and proposed landscape alterations and the location of the foregoing in relation to areas of special flood hazard.
- (2) Elevation (in relation to mean sea level), of the lowest floor (including basement) of all new and substantially improved structures;
- (3) A certificate from a registered professional engineer or architect that the nonresidential flood-proofed structure shall meet the flood-proofing criteria;
- (4) Plans showing the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development;
- (5) A drainage analysis and a grading plan.