

DEVELOPMENT CHECKLIST:

Survey/Site Plans showing:

- Seal of NC Licensed Professional Surveyor, Engineer, Architect, or other duly authorized person duly authorized by the state to prepare such plans
 - Zoning: setbacks and existing and proposed lot coverage
 - **Location and Dimensions of all existing and/or proposed structures and development**, including but not limited to: building footprint, structures, driveway, parking, turnaround, fences, walls, hvac and pool equipment platforms
 - CAMA setback and total AEC lines— Ocean Hazard 60'/155' with dated first line of stable natural vegetation (FLSNV), Public Trust/Estuarine Shoreline 30'/75'
 - Certified Army Corp of Engineers (ACOE) 404 Wetland Delineation (if applicable)
 - Proposed septic system location - Dare County Environmental Health Dept. stamped approval on survey/site plan and floor plan drawings
 - Proposed driveways, parking, turn around and walkways
 - The Flood Zone(s) boundary lines shown and the Datum date (if applicable)
 - Total lot area square footage
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Two (2) sets of Building Plans - (with the Dare County Environmental Health Dept. stamped approval, if applicable)

- **Engineer/Architect Seal – must be original seal, with signature and date**
- **Elevation Drawings: to scale, labeled, existing and finished grade, BFE, elevation of lowest floor, max height and top plate height**
- Docks, Bulkheads, Piers, Jetties and Retaining Walls require **engineered plans**
- NFIP – Pre and Post Construction V-Zone Certification, if applicable
- Foundation Plan – to scale
- Fence or pool barrier detail - w/ V-Zone breakaway design certified, if applicable
- Wall cross section – to scale

Copy of Lot Disturbance Permit, if applicable

Surety Bond made payable to: Town of Southern Shores in the amount of \$5,000.00

Building Plan Specification Form, if applicable

Proof of Workers Compensation or a signed Affidavit

Lien Agent Information Form, if applicable

Owner Exemption Affidavit, if applicable

Building/Floodplain Development Permit Application

Signed Required/Courtesy Inspection Schedule

Copy of CAMA Minor/Major Permit, Exemption or General Permit, if applicable