



FLOODPLAIN DEVELOPMENT REVIEW
CLOMR CHECKLIST
Development Services Center
 101 City Hall Plaza | Durham, NC 27701
 919-560-4137 or 919-560-4144 | <https://dsc.durhamnc.gov/>
DSCFLOODPLAIN@durhamnc.gov

Development
 Services Center

Date: _____

Submit to the Public Works Desk of the Development Services Center on the Ground Floor of City Hall.

| INITIAL | SUBMITTAL REQUIREMENTS FOR CLOMR ELEMENTS |
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| | Sealed Report/Narrative: Please provide a written description, certified by a registered NC Professional Engineer, about the purpose of the request, the scope of the proposed project, and the methodology used to analyze the project effects. |
| | Sediment Transport: Please submit an analysis of sediment transport, this includes the Erosion Control and Sedimentation Plan. If sediment transport will not affect the base flood elevation (BFE) or a structure, then indicate that this section is not applicable, and include an explanation as to why a sediment analysis was not performed. |
| | MT-2 Application Forms: Please provide completed forms applicable to your request. Ensure that MT-2 Form 1 signed by the requester and certifying engineer. Signature of each community affected by the revision not required for the initial CLOMR submittal. |
| | Evaluation of Alternatives: Please provide an evaluation of alternatives which would not result in a BFE increase above that permitted, demonstrating why these alternatives are not feasible. |
| | Structure No-Impact Certification: Please submit certification that no structures are located in areas that would be impacted by the increased BFE. |
| | Property Owner Notification: Please submit example documentation of legal notice to be sent to all affected property owners within and outside of the community, explaining the impact of the proposed action on their property. Documentation to be sent after technical review is complete. |
| | Endangered Species Act Compliance: Please submit documentation of compliance with the ESA requirements. To learn more about ESA compliance, please see the MT-2 Instructions manual. |
| | Certified Topographic Work Map: Please provide a certified topographic work map that meets the mapping requirements outlined in MT-2 Form 2. |
| | Annotated FIRM: Please submit a revised FIRM, at the scale of the effective FIRM, which shows the revised boundary delineation of the base floodplain, 0.2-percent-annualchance floodplain, and regulatory floodway and how it ties into the boundary delineation shown on the effective FIRM at the downstream and upstream ends of the revised reach. |
| | Tables: Please submit tables comparing the results of the hydraulic models corresponding to those discussed in the Narrative. |
| | Profiles: Please submit annotated revised flood profiles. |
| | Proposed Plans: Please submit proposed plans, certified by a registered NC Professional Engineer, for all the project elements. Plans follow the Durham Standards. |
| | Hydraulic Models: Please provide hydraulic computations in digital format acceptable by FEMA. |
| | Mapping files: Please provide digital computer-aided design (CAD) or geographic information system (GIS) data that are spatially referenced. |