



**City of Mobile**  
**Engineering Permitting Department**  
**Single Family Residential Affidavit (SFRA)**

Fields marked with an asterisk (\*) are required. The application must be signed by the Owner and notarized. If a Contractor will be performing the work Contractor's information, signature and notarization will be required.

<b>Home-owner Information</b>	Name (First, Middle Initial, Last)*		Phone Number*	
	Address*	City*	State*	Zip Code*
	Email Address*			
<b>Builder/ Contractor Information</b>	Individual or Company Full Legal Name (if applicable)			
	Name of Representative (First, Middle Initial, Last)		Title of Representative	
	Business Phone Number	Cell Phone Number	Fax Number	
	Address	City	State	Zip Code
	Email Address			
<input type="checkbox"/> <b>Owner acting as Contractor</b>				

**Project Address\*** (please verify address using City of Mobile [CityMap GIS App](#) and/or as shown on Street Ticket [comstreettickets@cityofmobile.org](mailto:comstreettickets@cityofmobile.org)) :

**Type of Work to be Performed\*** (please check all boxes which apply):

- New Construction     Building/Impervious Surface Addition     Pool Construction     Other: \_\_\_\_\_

**Total amount of Proposed Impervious Area\*** (asphalt, concrete, gravel, sidewalk, driveways, or buildings/structures) : \_\_\_\_\_ Square Feet

**\*\*\*If I am going to place fill on the property within the X-Shaded, A, AE, V, or VE Flood Zones, I am going to contact City Engineering at [land.disturbance@cityofmobile.org](mailto:land.disturbance@cityofmobile.org)\*\*\***

<input type="checkbox"/> <b>*I have READ and ACCEPT the following Conditions - SFRA are only applicable for Residential lots if I am NOT going to:</b>	
1. Alter the existing/natural drainage flow pattern on the property.	4. Place fill within X-Shaded, A, AE, V, or VE Flood Zones.
2. Divert storm water onto an adjacent property, increase the amount of existing/natural drainage flow onto an adjacent property, or prevent the existing/natural flow of water through the property.	5. Perform land disturbing activities ≥ 4,000 square feet.
3. Disturb wetlands.	6. Construct impervious area, which brings the cumulative total square footage of impervious area constructed after 1984 (asphalt, concrete, gravel, sidewalk, driveways, or buildings/structures) ≥ 4,000 square feet.

I understand that if conditions change and any of the above-mentioned activities are required, I need to apply for a Tier 1 or Tier 2 Land Disturbance Permit. I understand that by performing any of the above activities on the property or allowing any of the above activities to be performed on the property, without a land disturbance permit, I will be in violation of City of Mobile Stormwater Ordinance Chapter 17 and will receive a stop work order and Municipal Offense Ticket violation.

**Signature of Property Owner\*:** \_\_\_\_\_ **Date\*:** \_\_\_\_\_

I, the undersigned authority, a Notary Public in and for said County and State hereby certify that

\_\_\_\_\_ whose name as \_\_\_\_\_

is known to me, acknowledged before me on this day, that being informed of the contents of the within instrument, he/she, in his capacity as such, executed the same voluntarily on the day the same bears date.

Given under my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
**Notary Public\***

**Signature of Contractor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I, the undersigned authority, a Notary Public in and for said County and State hereby certify that

\_\_\_\_\_ whose name as \_\_\_\_\_

is known to me, acknowledged before me on this day, that being informed of the contents of the within instrument, he/she, in his capacity as such, executed the same voluntarily on the day the same bears date.

Given under my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
**Notary Public**



# City of Mobile

## Engineering Permitting Department

### Single Family Residential Affidavit (SFRA)

## Application Guide

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### Eligibility

This application is for land disturbing activity located on a single-family residential parcel which meets the conditions listed on the SFRA LD Permit Application and listed below:

1. Do NOT alter the existing/natural drainage flow pattern on the property.
2. Do NOT divert storm water onto an adjacent property, increase the amount of existing/natural drainage flow onto an adjacent property, or prevent the existing/natural flow of water through the property.
3. Do NOT disturb wetlands.
4. Do NOT place fill within X-Shaded, A, AE, V, or VE Flood Zones.
5. Perform land disturbing activities less than 4000 square feet.
6. Construct impervious area, which brings the cumulative total square footage of impervious area constructed after 1984 (asphalt, concrete, gravel, sidewalk, driveways, or buildings/structures) less than 4,000 square feet.

**Note:** There are areas within City of Mobile limits designated by the City Engineer as a Flood Hazard Area (Section 17-25). Any proposed addition of impervious area will require stormwater detention prior to being released to the City drainage system. A detention design of 100-year post-development volume with a 2-year pre-development release rate is required. A Single Family Residential Affidavit is NOT applicable. For additional information, please contact us at [land.disturbance@cityofmobile.org](mailto:land.disturbance@cityofmobile.org)

### Where and How to Apply

To apply online you need to register for a Citizen Self Service (CSS) account. Use the following link to access the site:

<https://mobileal-energovpub.tylerhost.net/apps/selfservice#/home>

Submit the application and pertinent documentation **Online Via CSS** – Click [here](#).

CSS Application Steps:

1. Once in CSS portal, choose APPLY button.
2. Click on PERMITS tab.
3. Type “Engineering – Single Family Residential Affidavit” and hit enter.
4. Select Apply
5. Enter the appropriate data (Project Location, Work description, Applicant information, etc.) until you get to “Attachments”.
6. Add the two (2) required Attachments – 1) Site Plan and 2) SF Residential Affidavit Application. Any additional documentation you want to provide (e.g. Flood development permit, Right of Way application, Street Ticket, etc.) you can upload them under “Add Attachment”.

### Required Forms and Documents

- SFRA Permit Application
- Sketch/Plan of the proposed work (The plan must show the existing and proposed structures, make sure the dimensions, square footage, distance to the property line, and setback lines are provided).

Additional Documentation (if applicable):

- Street Ticket - Email request to [comstreettickets@cityofmobile.org](mailto:comstreettickets@cityofmobile.org)
- Development Permit Application (Required for development within V, A, and X-Shaded Flood Zones) (Click [here](#))
- Residential Driveway – Sidewalk ROW Permit Application

(Only Required when there is work being performed in the City Right of Way or Public Drainage Easement).

If driveway is proposed; Driveway apron(s) and sidewalks must be clearly delineated in the site plan. Include dimensions of the driveway width, distance to adjacent property lines, and radii of the driveway apron need to be shown on the plans.

- Singular Residential Driveway and Sidewalk (Click [here](#)) or,
- Circular Residential Driveway and Sidewalk (Click [here](#))

For additional information of the application process, please contact us at 251-208-7602 or [permitting@cityofmobile.org](mailto:permitting@cityofmobile.org)

### Issuance Fees

\$51.00.

### Contractor Documentation

- Current City of Mobile Business License
- Surety Bond of \$10,000