



# ENGINEERING PROCESS: FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

(See Terms & Conditions)

## CITY OF MOAB USE ONLY

Permit Fee: \$200.00

PERMIT NUMBER	ISSUE DATE	EXPIRATION DATE	Permit becomes void if there are changes to the effective Flood Insurance Rate Maps*

The **Floodplain Development Permit** is the mechanism by which the City of Moab utilizes to evaluate any and all impacts of activities proposed in the City of Moab's regulated floodplains. All activities must be in compliance with the City of Moab's Floodplain Damage Prevention Ordinance. The National Flood Insurance Program provides flood insurance to individuals at much lower premiums than could otherwise be purchased through private insurers, and makes certain federal funds available to local communities. In order for citizens to be eligible for the national flood insurance rates, or for communities to receive certain kinds of federal funds, the Community must agree to meet minimum floodplain standards. This application packet is a tool to ensure that the City of Moab's Floodplain Damage Prevention Ordinance is met.

Any development that occurs within a designated floodplain must obtain a Floodplain Development Permit prior to the work commencing. In Title 44 of the Code of Federal Regulations part 59.1, FEMA defines development as: *Any man made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.* Other human activities that are considered development included but are not limited to: alterations of a structure through additions, demolition and/or remodeling; fences; retaining walls; moving/placement of manufactured or mobile homes; campgrounds; storage of equipment, vehicles, and/or materials (storage yards, salvage yards).

**General Provision of the Floodplain Development Permit Terms (applicant to read and sign):**

1. No work may start until a permit has been issued.
2. The permit may be revoked for any of the following reasons:
  - a. Any false statements are made herein.
  - b. The effective Flood Insurance Rate Map has been revised.
  - c. The work is not done in accordance the City of Moab's Floodplain Damage Prevention Ordinance or other local, state and federal regulatory requirements.
  - d. The work is different than what is described and submitted to the Community as part of the Floodplain Development Permit application.
3. If revoked, all work must cease until permit is re-issued.
  - a. If the permit cannot be re-issued, applicant acknowledges that they will be responsible to correct the issue which may require removal of any development that may have occurred.
4. Development shall not be used or occupied until the project has received final inspection, a final elevation certificate, and approval by the Community.
5. The permit will expire if no work is commenced within twelve (12) months of issuance and by the expiration date noted on the permit.
6. Applicant is hereby informed that other permits may be required to fulfill local, state, and federal regulatory requirements and acknowledges that it is their responsibility to ensure that all necessary permits are obtained.
7. Applicant hereby gives consent to the Local Floodplain Administrator and his/her representative (including state and federal agencies) to make reasonable inspections required to verify compliance.
8. Applicant acknowledges that the project will be designed to minimize any potential drainage onto surrounding properties and will be responsible for any drainage issues that may arise.
9. I, the Applicant, certify that all statements herein and in attachments to this application are, to the best of my knowledge, true and accurate.

Property Owner/Applicant's Name: _____	
Applicant's Signature : _____	Date: _____

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 **Owner Information**

Owner \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
 Phone Number \_\_\_\_\_  
 Email \_\_\_\_\_  
 Contact Name \_\_\_\_\_  
 Emergency Phone Number \_\_\_\_\_

 **Contractor/Developer Information**

Owner \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
 Phone Number \_\_\_\_\_  
 Email \_\_\_\_\_  
 Contact Name \_\_\_\_\_  
 Emergency Phone Number \_\_\_\_\_

 **Project Overview**

Project Address: \_\_\_\_\_  
 Legal Description: \_\_\_\_\_  
 Description of Project: \_\_\_\_\_  
 Estimated Cost of Project: \$ \_\_\_\_\_  
 If work is on, within or connected to existing structure:  
 Valuation of existing structure: \$ \_\_\_\_\_ Source of valuation: \_\_\_\_\_  
 When the existing structure was built: \_\_\_\_\_  
*\*If the value of an addition, remodel or alteration to a structure equals or exceeds 50% of the value of the structure before the addition, remodel or alteration, the entire structure must be treated as a substantially improved structure and is required to comply with the City of Moab's Flood Damage Prevention Ordinance. A relocated structure, including mobile homes, manufactured homes, or cabins, must be treated as a new construction.*

**Check all that apply:**

**CHANNEL IMPROVEMENTS**

- Bank stabilization
- Grade control
- Drop structure
- Outfall
- Fill
- Other \_\_\_\_\_

**TYPE OF DEVELOPMENT**

- New construction
- Residential building
- Non-residential
- Manufactured home
- Ag/accessory structure
- Rehabilitation (<50%)
- Subst. improvmt (>50%)
- Other \_\_\_\_\_

**OTHER**

- Bridge
- Culvert
- Demolition
- Fence
- Grading/parking lot
- Roads
- Utilities
- Other \_\_\_\_\_

**PURPOSE**

- Temporary
- Permanent
- Rehabilitation
- Emergency repair
- Maintenance
- Other \_\_\_\_\_

**FLOOD HAZARD DATA (TO BE COMPLETED BY FLOODPLAIN ADMINISTRATOR)**

WATERCOURSE NAME: \_\_\_\_\_ EFFECTIVE FIRM PANEL NUMBER AND DATE: \_\_\_\_\_  
 IS THE DEVELOPMENT IN OR IMPACTS A FLOODPLAIN?  NO  YES IS THE DEVELOPMENT IN THE FLOODWAY?  NO  YES  
 SPECIAL FLOOD HAZARD ZONE: \_\_\_\_\_ BASE FLOOD ELEVATION: \_\_\_\_\_ HOW BASE FLOOD ELEVATION DETERMINED: \_\_\_\_\_  
 VERTICAL DATUM (MUST BE NAVD 88 AND THE SAME VERTICAL DATUM OF THE EFFECTIVE FIRM): \_\_\_\_\_  
 ELEVATION OF LOWEST FLOOR, INCLUDING BASEMENT OR CRAWLSPACE\*: \_\_\_\_\_ ELEVATION OF LOWEST, HABITABLE FLOOR\*: \_\_\_\_\_  
 ELEVATION OF FLOODPROOFING (NON-RESIDENTIAL STRUCTURES ONLY)\*: \_\_\_\_\_ \*SOURCE OF ELEVATION AND/OR FLOODPROOFING INFORMATION: \_\_\_\_\_  
 DOES THE PROJECT REQUIRE THAT A CLOMR BE PROCESSED?  NO  YES IS A LOMR REQUIRED:  NO  YES

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## Floodplain Development Permit Checklist

The following documents may be required at the discretion of the approving community official:

- Tax assessor map
- Maps and/or plans showing the location, scope and extent of development
- Floodproofing Certificate: Certificate and supporting documentation used to provide the certification
- Documentation showing compliance with the Endangered Species Act
- No-Rise Certificate: Certificate and supporting documentation used to provide the certification
- Elevation Certificate based on:
  - Construction Drawing
  - Building Under Construction
  - Finished Construction
- Grading plans
- Detailed hydraulic and hydrology model for development in a Zone A
- Conditional Letter of Map Revision (CLOMR)
- Structure valuation documentation
- Non-conversion agreement: Required for all structures that are constructed with an enclosure
- U.S. Army Corps of Engineers 404 Permit
- Copies of all federal, local and state permits that may be required.
- Manufactured home anchoring certificate: Certificate and supporting documentation used to provide the certification
- Other documents deemed necessary by the Floodplain Administrator \_\_\_\_\_

### PERMIT ACTION

- PERMIT APPROVED:** The information submitted for the proposed project was reviewed and is in compliance with approved floodplain management standards.
- PERMIT APPROVED WITH CONDITIONS:** The information submitted for the proposed project was reviewed. In order for the proposed project to be approved, certain restrictions or conditions must be met. These restrictions or conditions are attached.
- PERMIT DENIED:** The proposed project does not meet approved floodplain management standards (explanation on file).
- VARIANCE GRANTED:** A variance was granted from the base (1%) flood elevations established by FEMA consistent with variance requirements of Title 44 of the Code of Federal Regulations part 60.6 (Variance action documentation is on file).

**Review Comments/Conditions:** \_\_\_\_\_

\_\_\_\_\_

SIGNATURE OF COMMUNITY OFFICIAL: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT NAME AND TITLE OF COMMUNITY OFFICIAL: \_\_\_\_\_