

FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

The **Floodplain Development Permit (FDP)** is the mechanism Arapahoe County utilizes to evaluate any and all impacts of activities proposed in the County's regulated floodplains. All activities must be in compliance with the FEMA National Flood Insurance Program (NFIP) regulations and the County's Stormwater Management Manual (Criteria Manual). The following constitute the instructions for completion, and the terms and conditions. The applicant acknowledges receipt of these Administrative Procedures, and the availability of the County's Criteria Manual as the standard for engineering plans and source documentation.

INSTRUCTIONS FOR COMPLETING FORM

1. The Project Location can be specified by township, range, section, and quarter section; by proximity to an adjacent street intersection; and/or by the legal address of the property. The Section # designation provides a uniform reference for all FDPs and should be restated as indicated.
2. The name, address, and telephone number of the project or property owner, the engineer, or contractor, who prepared the documents, and the field contacts, must be provided.
3. The applicant shall specify the type of project by indicating the appropriate description(s) with a mark in the appropriate space(s).
4. The Project SIA name and Case # shall be supplied, if applicable. If drainage studies, or Vicinity or Location maps, Construction and/or Grading, Erosion & Sediment Control Plans have been prepared, indicated that this information is available. This expedites the review and approval process.
5. The required attachments must be certified by a Professional Engineer, and must indicate impacts on the floodplain from the proposed activity; if **no impact**, state as such; if impact, indicate **to what extent** in the required documents. Refer to the Criteria Manual for specific explanation.
6. The responsible person submitting the application shall sign and date the application. This may be either the, Owner, Engineer or Contractor.
7. Submit all four copies of the permit application form. Your copy will be returned after the permit is granted. Allow 30 days for processing application prior to permit issuance.
8. Arapahoe County requires all contractors who will be working in County Right-of-Way to be bonded. This non-cancelable permit bond is to ensure that work done within the County will comply with County standards.

TERMS AND CONDITIONS

1. Most of the County's regulated floodplains in the urbanized portion of Arapahoe County (west of Box Elder Creek) have been delineated in the NFIP Flood Insurance Rate Maps (FIRMs) or in Flood Hazard Area Delineation (FHAD) reports produced with the Urban Drainage and Flood Control District (UDFCD). Where both FIRM and FHAD information exists, the more restrictive shall be used.
2. For those areas in the eastern, non-urbanized portion of the County, where floodplain delineations have not been documented as approximate in the FIRMs, it is the responsibility of the applicant to delineate the floodplain. The degree of accuracy of the floodplain delineation will be dependent on the activity being proposed and the availability of information. The Floodplain Administrator will be responsible for approving the delineation. FDPs are required for any proposed activity within the above-defined floodplains, and include, but are not limited to, the following:

| | |
|---|-----------------------------------|
| <i>Floodplain encroachment associated with Land Development Proposals</i> | <i>Any, grading in floodplain</i> |
| <i>Floodplain filings associated with construction or grading operations</i> | <i>Channel Improvements</i> |
| <i>Drainageway crossings, including pedestrian bridges</i> | <i>Roadway Crossings</i> |
| <i>Recreational trails and maintenance access paths</i> | <i>Utility Crossings</i> |
| <i>Recreational facilities, including parks, ball fields, driving ranges, tot lots, etc</i> | <i>Parking Lots</i> |
3. In general, fences and permanent structures are not allowed in the floodplain area. In addition, no fill is allowed in the floodplain, except that which has been approved.
4. The Floodplain Development Permit must be approved by the Floodplain Administrator prior to the activity occurring. The permit application can be submitted in one of three ways:
 - Land Development Cases.* When the floodplain activity is associated with a land development proposal, an approved floodplain permit shall be required prior to approval of the grading permit.
 - Other Engineering Cases.* When the floodplain activity is associated with other engineering proposals, an approved floodplain permit shall be required prior to the approval of either the Grading Plan or the Construction Plan.
 - Stand alone cases.* All other activities, which require a floodplain permit, but are not related to other County Engineering review cases, will be submitted to the Floodplain Administrator prior to any proposed activity occurring.
5. In all cases, GESC permits, or public improvement permits for floodplain activities, will not be issued until the floodplain permit has been approved by the Floodplain Administrator. Activities being performed in the floodplain without an approved permit will be halted, and will not commence until an approved permit is obtained. County Field Engineering Inspectors will utilize the approved floodplain permit during all inspection activities. GESC permit requirements will be implemented at all times. Additional erosion control measures may be warranted and required by County Engineering Inspectors.
6. Vicinity or Location maps, Construction and/or Grading, Erosion & Sediment Control Plans and specifications, when required, shall be submitted in accordance with the requirements of the Arapahoe County's Criteria Manual, prior to issuance of any permit.
7. The permit shall be accompanied by a sketch plans showing type, size, extent and location of the proposed floodplain development activity, including a) typical valley cross-sections, showing the channel of the stream, the elevation of the land adjoining the channel, the cross-sectional areas to be occupied by the proposed development, and the base of flood elevations; and b) plan view showing the elevations of the ground, all existing and proposed structures, embankment or structural fill or storage elevations, location and elevation of streets, water supply and sanitary facilities, and soil types.
8. Maintenance of the site, activity, or project is the responsibility of the applicant. Adequate cover must be maintained at installation, so that no installation material is exposed.
9. The applicant shall be responsible for locating, relocating, or adjusting any utility feature located on the right-of-ways as required to accommodate the proposed activity and for returning any feature to a condition equal to or better than original. Repairs of damage caused to existing facilities as a result of proposed activity will be the responsibility of the Permittee.
10. Permittee shall notify the County at least 48 hours prior to construction so that the County can inspect any and all activities.
11. Permits are issued subject to the approval of city, state, or other governmental agencies having either joint supervision over the property, or authority to regulate land use by means of zoning and/or building regulations. It shall be the applicant's responsibility to determine the necessity of and obtain such easements and approvals when required, including maintenance paths stipulated for UDFCD activities.
12. Applicant must pay any required permit fee. No refunds shall be made on any permit fee.
13. The permit is revocable and does not grant any person a permanent right to use County right-of-way or easements. A dedicated County easement encompasses the entire floodplain area. In addition, Permit approval does not grant the right of use for property if owned by an entity other than the County.

| |
|------------------|
| Project Location |
| Parcel # |

ARAPAHOE COUNTY
PUBLIC WORKS AND DEVELOPMENT
ENGINEERING SERVICES DIVISION
FLOODPLAIN DEVELOPMENT PERMIT
 (See Terms and Conditions)
 Phone: 720 874-6500 Fax: 720-874-6611
www.arapahoegov.com

| |
|-------------|
| Permit # |
| Amount Due: |

| | |
|--|-------------------------------|
| Owner _____ | Contractor _____ |
| Address _____ | Address _____ |
| City _____ Zip Code _____ | City _____ Zip Code _____ |
| Telephone # _____ Fax # _____ | Telephone # _____ Fax # _____ |
| Contact Name _____ | Contact Name _____ |
| Emergency Telephone # _____ | Emergency Telephone # _____ |
| Email _____ | Email _____ |
| Construction Location _____ | |
| Subdivision/Project Name: _____ Filing # _____ Phase # _____ | |

| | |
|------------------------------------|--|
| Project Information | Is Floodplain Impacted? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Watercourse _____ | |
| Base (100YR) Flood Elevation _____ | |

| | | | |
|---|---|---|---|
| CHANNEL IMPROVEMENTS | RECREATIONAL ACTIVITY | MISCELLANEOUS | TYPE |
| <input type="checkbox"/> Bank Stabilization | <input type="checkbox"/> Trail Construction | <input type="checkbox"/> Bridge | <input type="checkbox"/> Temporary |
| <input type="checkbox"/> Grade Control | <input type="checkbox"/> Park | <input type="checkbox"/> Parking Lot | <input type="checkbox"/> Permanent |
| <input type="checkbox"/> Drop Structure | <input type="checkbox"/> Pedestrian Bridge | <input type="checkbox"/> Low Water Crossing | <input type="checkbox"/> Rehabilitation |
| <input type="checkbox"/> Outfall | <input type="checkbox"/> Tot Lot | <input type="checkbox"/> Pipe Install/Utility | <input type="checkbox"/> Emergency Repair |
| <input type="checkbox"/> Fill | <input type="checkbox"/> Common Area | <input type="checkbox"/> Substantial Res Improvement (>50%) | <input type="checkbox"/> Maintenance |
| <input type="checkbox"/> Other _____ | <input type="checkbox"/> Ball Field | <input type="checkbox"/> Other _____ | <input type="checkbox"/> Other _____ |
| | <input type="checkbox"/> Other _____ | | |

| |
|--|
| REQUIRED ATTACHMENTS (IF PREVIOUSLY PROVIDED, REFERENCE PROJECT NUMBER & NAME) |
| Supply 2 copies of each If submitting application by email please scan and attach all supporting documentation to email prior to sending. |
| <input type="checkbox"/> Vicinity/Location Map |
| <input type="checkbox"/> Description of Activity, including supporting documentation, i.e. Drainage Report, Floodplain Analysis, etc... |
| <input type="checkbox"/> Construction Plans |
| <input type="checkbox"/> GESC Permit |
| <input type="checkbox"/> Engineer's Certification of Floodplain Impact |
| Note: Other information may be required depending on requested activity |

| |
|---|
| Applicants Acceptance of Terms & Conditions |
| I have read this permit and I accept the terms and conditions listed on the attached page. I understand that this permit is granted under the terms and conditions listed therein, and the special terms and conditions listed in Section below. I understand that approved construction plans and the Arapahoe County Stormwater Management Manual shall be the basis for acceptance of development in the floodplain under this permit. |
| Applicant Signature _____ Company Name _____ Date: _____ |

ENGINEERING SERVICES STAFF (DO NOT WRITE BELOW THIS SECTION)

Does This Activity Impact BFE? Yes No Review Checklist Below - Indicate Yes, if required; No if not required

| | Project # | Date | | Project # | Date |
|---|----------------------------|------|---|----------------------------------|------|
| Y <input type="checkbox"/> N <input type="checkbox"/> | PE Certification of Impact | | Y <input type="checkbox"/> N <input type="checkbox"/> | Urban Drainage Approval | |
| Y <input type="checkbox"/> N <input type="checkbox"/> | Drainage Report | | Y <input type="checkbox"/> N <input type="checkbox"/> | 404 Permit Application | |
| Y <input type="checkbox"/> N <input type="checkbox"/> | Floodplain Analysis | | Y <input type="checkbox"/> N <input type="checkbox"/> | Floodplain/Elevation Certificate | |
| Y <input type="checkbox"/> N <input type="checkbox"/> | CLOMR/LOMR | | Y <input type="checkbox"/> N <input type="checkbox"/> | Fill Certificate | |
| Y <input type="checkbox"/> N <input type="checkbox"/> | GESC Permit | | Y <input type="checkbox"/> N <input type="checkbox"/> | Inspection & Final Approval | |

| |
|-------------------------------------|
| Special Terms and Conditions |
| |

Final Acceptance Granted _____ Acceptance Date _____ By _____

PERMIT FEE _____ Issue Date _____ By _____

Approval Date _____ By _____

| | | |
|--------------------------|------|------------|
| Floodplain Administrator | Date | Expiration |
|--------------------------|------|------------|