

STILLWATER COUNTY FLOODPLAIN DEVELOPMENT PERMIT

A permit must be issued by the Floodplain Administrator before the development can begin.

To be completed by Applicant

DATE _____

OWNER _____ TELEPHONE _____

ADDRESS _____

CONTRACTOR _____ TELEPHONE _____

ADDRESS _____

PROJECT LOCATON ____ 1/4 ____ 1/4 ____ 1/4 Section ____ Township ____ Range ____

Assessor ID # or Tract # _____ PL or COS # _____ Subdivision _____

PROJECT DESCRIPTION

_____ Single Family Residential _____ New Construction _____ Channelization

_____ Multi-Family Residential _____ Substantial Improvement (>50%) _____ Fill

_____ Manufactured (Mobile) Home _____ Improvements (<50%) _____ Bridge/Culvert

_____ Nonresidential _____ Rehabilitation _____ Levee

Other/Explanations _____

DOCUMENTATION TO INCLUDE WITH APPLICATION

- _____ A permit fee of \$35.00
- _____ Dimensions of the development site
- _____ Elevations of the development site (Elevation Certification)
- _____ Proposed structures: buildings, mobile homes, bridges, culverts, etc. (include existing structures where appropriate)
- _____ Placement, number, and type of anchors for mobile homes
- _____ Utility connection Locations: sewer, water, gas, and electric
- _____ Bridge and culvert plans must include hydraulic computations by a registered engineer
- _____ Fill location and dimensions
- _____ Storage of materials
- _____ Drainage facilities
- _____ Water course alterations including plan drawings, cross sections, and hydraulic computations

To be completed by Floodplain Administrator

FLOOD HAZARD DATA

Community _____

Watercourse Name _____

The project is proposed in the: Floodway ____ Floodway Fringe ____ Floodplain with no elevation ____
Base (100-year flood elevation(s)) at project site _____

Elevation required for: Lowest Floor ____ NGVD Floodproofing ____ NGVD Fill ____

Source Documents: _____

PROPOSAL REVIEW CHECKLIST

- _____ Site development plan is complete and depicts flood hazard.
- _____ Lowest floor elevation is at or above the BFE.
- _____ Elevation Certificate
- _____ Engineering data is provided for proposed map and floodway revision.
- _____ Floodway Certification and data document no increase in flood heights.
- _____ A Floodproofing Certificate certifies floodproofing designs.
- _____ Manufactured homes meets elevation and anchoring requirements.
- _____ Other _____

PERMIT ACTION

PERMIT NUMBER: _____

_____ **PERMIT APPROVED:** The information submitted for the proposed project was reviewed and is in compliance with approved floodplain management standards (site development plans are on file)

_____ **PERMIT DENIED:** The proposed project does not meet approved floodplain management standards (explanation is on file)

_____ **VARIANCE GRANTED:** A variance was granted from the base (100-year) flood elevations established by FEMA consistent with variance requirements on NFIP regulations Part 60.6 (variance action documentation is on file)

_____ Applicant has been advised that the proposed development may require a “310” permit (Section 75-5-101 at. Seq. MCA) from the Local Conservation District, or a “Stream Protection Act” (Section 87-5-501 at. Seq. MCA) approval from the Department of Fish, Wildlife and Parks, and/or a “404” permit from the U.S. Army Corps of Engineers.

Comments: _____

Floodplain Administrator’s Signature

Date

COMPLIANCE DOCUMENTATION

_____ **ELEVATION AND FLOODPROOFING CERTIFICATES.** The as-built elevation of the building’s lowest floor was certified as _____ NGVD, **or** the building’s floodproofing level was certified as _____ NGVD by a registered professional engineer or licensed surveyor and is on file.

_____ **MAP REVISION DATA.** Certified documentation by a registered professional engineer of as-built conditions for floodplain alterations were received and submitted to FEMA for a flood insurance map revision.

_____ **FILL CERTIFICATE.** A community official certified the elevation, compaction, slop and slope protection for all fill placed in the floodplain consistent with NFIP regulations Part 65.5 for map revisions.

Floodplain Administrator’s Signature

Date