

PIMA COUNTY REGIONAL FLOOD CONTROL DISTRICT TECHNICAL PROCEDURE

POLICY NO.: Technical Procedure, TECH-106

EFFECTIVE DATE: January 25, 2006

POLICY: The Development Services Department (DSD) is responsible for reviewing building permit applications, in order to determine the applicability of the Floodplain and Erosion Hazard Management Ordinance. If the Ordinance is applicable, DSD shall direct applicants to the District for review and approval.

The District is responsible for providing DSD with the resources necessary to perform this task. The resources are provided in the form of various GIS layers which are present on DS Flood.

PURPOSE: An internal procedure to establish a hierarchy for the various layers so that DSD and the District are performing reviews in a consistent manner.

PROCEDURE:

All permit applications shall be reviewed for the presence of FEMA floodplains, Special Study floodplains, platted floodplains and/or erosion hazard areas, regulatory washes, mapped riparian habitat and sheet flooding.

Though all review items are important, the following list of layers is presented in order of most critical to least critical. If the first layer doesn't apply, move to the next. Once you discover an item that requires District Review and approval, stop the review and direct the applicant to the District.

FEMA Layer rules:

- Activities on properties that contain mapped FEMA floodplains shall be directed to the District for review and approval.

Special Studies Layer Rules:

- Activities on properties that contain mapped Special Study floodplains shall be directed to the District for review and approval.

Platted Floodplain/Erosion Hazard Area Rules:

- Review all of the plat notes and the subdivision plat page on which the lot is located for any floodplain related notes or mapping. *Note: Plat notes may be placed on pages other than, or in addition to, page 1.*
- DSD staff may approve activities that are safely out of the erosion hazard areas and 100-year flood limits as shown on plats, when the plats are known to delineate both criteria.
- Any activity on properties within platted floodplains and/or erosion hazard areas shall be directed to the District for review and approval.
- Any activity on a lot for which a plat note indicates the lot is subject to sheet flooding shall be directed to the District for review and approval.
- If a plat note indicates a minimum elevation requirement for any structure on the property, but does not state that the lot is subject to sheet flooding (i.e. "FFE shall be a minimum of 18" above highest adjacent grade"), the activity may be approved by DSD with the 18" minimum elevation requirement unless the applicant does not want to meet the minimum requirement spelled out by the plat note. This applies to all structures.

Regulatory Wash Layer Rules:

- Look at the wash layer on DS Flood.
- Verify the accuracy of the wash layer by viewing an aerial photograph with topography of the area to determine the presence of washes. The wash layer on DS Flood is an imperfect tool that we are working to improve, and should not be relied upon absolutely. Washes often become obvious with aerial photography and topography. Watch out for:
 - Wash lines that do not match the actual location of the wash on the aerial photograph
 - Washes that appear in photos that do not have a wash line associated with them.
 - Wash lines that appear on DS Flood, but do not appear to have a wash associated with them should be sent to the District for review and approval.
- If a wash is present on a property that doesn't show up as a line in the wash layer and the wash appears to drain an area larger than 20 acres, it should be treated as a regulatory wash of unknown discharge and the activity should be sent to the District for review and approval.
- Any structure within the setback of a regulatory wash shall be directed to the District for review and approval
- Any wall or woven wire fence across a regulatory wash shall be directed to the District for review and approval.

Riparian Habitat Layer Rules

- If an activity impacts mapped riparian habitat in any way, direct the activity to the District
- In addition, direct the activity to the District if any of the following apply:
 - The site plan may not show all potential disturbance, such as grading for driveways.
 - The activity is close to a mapped riparian area
- The activity may be signed off by DSD staff if there is riparian habitat on the property if,
 - the mapped habitat is limited to a small portion of the property (less than 5000 square feet or about 75'X75') AND
 - the habitat is clearly not going to be disturbed.

Sheet Flood Layer Rules

- The sheet flood layer on DS Flood is subservient to all other flood related layers.
 - FEMA mapping takes precedence
 - Special Studies mapping takes precedence
 - Subdivision plat notes or platted floodplains take precedence
- Activity Permits for fences do not require District review/approval, unless they cross a regulatory wash.
- Activity Permits for walls within 25 feet of a property line or walls that cross regulatory washes require District review/approval.
- The following elevation requirements shall be used: elevate the FFE of any site built structure, or the bottom of the structural frame of any site manufactured home, 18 inches above highest adjacent natural grade.
 - The sheet flood layer elevation requirements apply to all structures, including detached storage buildings and/or workshops.
- If the applicant does not wish to comply with the above elevation requirement, direct the applicant to the District for further review. The activity may require a Floodplain Use Permit.

APPROVED BY:

 1/25/2007

Suzanne Shields
Director

Date

Original Policy Approved:
Date(s) Revised: