

PIMA COUNTY REGIONAL FLOOD CONTROL DISTRICT TECHNICAL PROCEDURE

TECHNICAL PROCEDURE: TECH-102

EFFECTIVE DATE: 12/20/2012

PROCEDURE TITLE: Site Plan Requirements for Permit Review

PURPOSE: To define the minimum required content for site plans that will be used as an Exhibit to a Floodplain Use Permit (FPUP) application and to provide guidance regarding when additional information may be required based on site or project specific criteria.

BACKGROUND:

The highly spatial nature of flood related hazards necessitates an accurate spatial representation of existing and proposed development in or near flood and erosion hazard areas, or mapped riparian habitat. Minor changes in location, orientation and/or elevation can have significant impacts on the risk or severity of flood damage, permitting requirements and/or insurance requirements. Experience has shown that without accurate, detailed and properly scaled representations of proposed development, improvements have been constructed in areas of significant hazard in violation of the *Floodplain Management Ordinance*. In order to provide relevant and appropriate conditions on an FPUP, an accurate representation of improvements on site plans is required.

PROCEDURE:

1. Minimum Required Site Plan Content

In order to be used as an Exhibit to an FPUP, the site plan shall:

- a. Be drawn using a standard engineering scale. Acceptable scales are limited to: 1"=20', 1"=30', 1"=40', 1"=50', 1"=60', 1"=100', or multiples of 100 up to 1"=600'. For large properties, 1"=1000' or greater may be used, but a more inset of the area of work may be required.
- b. Accurately state the scale that is used.
- c. Contain a North arrow.
- d. Provide information that identifies the property (address, tax code, etc.)
- e. Provide an accurate representation of all existing and proposed improvements to scale, with labels and dimensions, including structures, sheds, septic systems, fences, walls, shade structures, berms, ditches, driveways, grading, utility lines or any other feature that may divert, retard, or obstruct flow.
- f. Show the extents of any fill pad. Unless an alternative is approved by the District, fill pads for structures must extend 10 feet from the edge of the structure.
- g. If the proposed improvement is an attached addition, indicate the finished floor elevations of the existing structure and the proposed addition in the same datum as the Regulatory Flood Elevation.
- h. Show the locations of flood openings in proposed structures and details of those flood openings.
- i. Display a side view detail of a proposed fence or wall.
- j. Provide written notes to ensure that proposed work is done in accordance with the FPUP.

2. Potential Additional Requirements

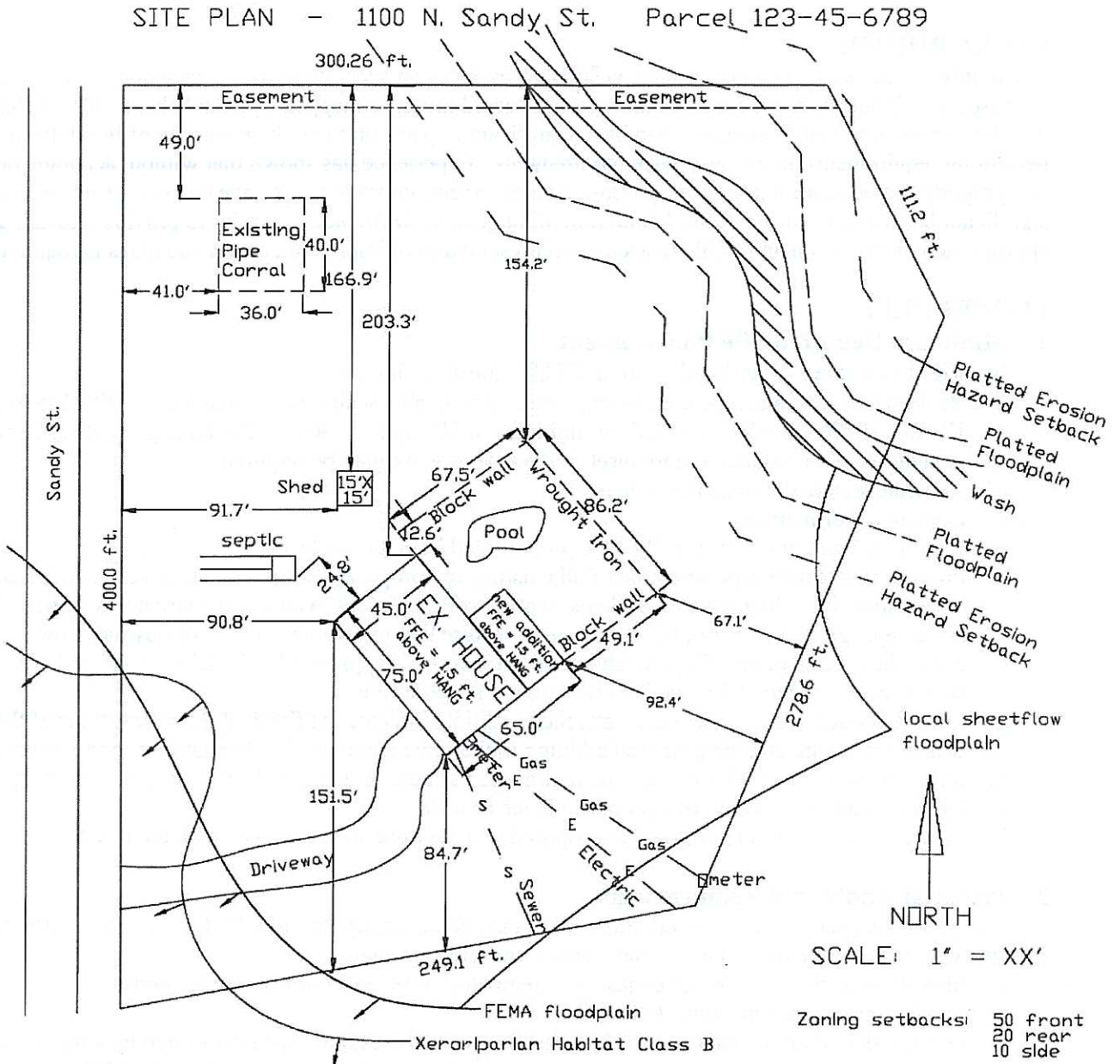
In certain circumstances, more detailed information may be necessary. In order to demonstrate conformance with the Ordinance, or upon request by the District, the site plan shall:

- a. Identify and show the tops of banks of all regulatory washes on or near the property.
- b. Display erosion hazard setback limits.
- c. Display floodplain boundaries. If the floodplain boundaries have been delineated by a registered civil engineer, the site plan shall be sealed by the registrant attesting to accuracy of the delineation.
- d. Display riparian habitat boundaries
- e. Provide topographic information, including spot elevations.
- f. Provide details of engineered flood and/or erosion protection measures. Any details or designs created by a registered professional must be sealed by the registrant.
- g. Show pre-construction and post-construction water surface elevations.
- h. Provide details about the use of floodproof materials.

3. Additional Maps or Information Related to but not included on the Site Plan

- a. Riparian Mitigation Plan, if more than 1/3 acre of riparian habitat is disturbed. Mitigation Plan requirements are detailed in the *Riparian Habitat Mitigation Standards and Implementation Guidelines*.
- b. Preparation of maps to support alteration of a platted floodplain or erosion hazard area.
- c. Modification of building plans to show adequate elevation of structures or flood proofing design elements such as the use of flood openings and/or flood-resistant materials.

Example Site Plan



APPROVED BY:

Suzanne Shields

Suzanne Shields
Director

Date 12-20-12

Original Policy Approved:
Date(s) Revised: