



Flood Control District of Maricopa County Floodplain Development Checklist

Community that development is located in: _____

Community Permit Number: _____

Project Name: _____

Applicant's Name: _____ Phone: _____

Applicant's Engineer: _____ Phone: _____

District's Reviewer: _____ Phone: _____

Flood Control District's Permit Number: _____

The purpose of this checklist is to outline the minimum information that needs to be submitted in order to review proposed development within floodplains located in incorporated communities that the Flood Control District of Maricopa County does Floodplain Management for. This checklist isn't intended to be used for sand & gravel permitting, or development permitted through the Maricopa County Planning & Development Department.

This checklist shall be completed by the applicant (or their engineer) and must accompany a complete application. Failure to submit all required information may delay the review of the proposed development.

In the space provided check the information that has been provided. If an item isn't applicable to your project, indicate this by placing a N/A in the space. Any spaces left blank are considered incomplete and may delay the review of the proposed development.

This checklist serves to minimize comments on the submitted information and to maintain consistency among plan reviewers. Additional data may be required based upon complexity of the design and location.

The applicant and their engineer must satisfy themselves of the completeness and accuracy of the information, and that the intent and requirements of the Floodplain Regulations are being met.

For each requirement below, the applicant must check either the APP box or the N/A box. The APP box should be checked if the applicant is addressing the issue and the N/A box should be checked when that requirement is not applicable.

The District's reviewer (**FCD**) shall check the third column as (Required) when requirements have not been properly addressed.

Required Information

- | APP | N/A | FCD | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | A completed Floodplain Use Permit Application, and Warning & Disclaimer form is attached. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The applicable floodplain fee has been submitted (or will be submitted). |

If you have questions about this checklist please call (602) 506-2419.

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Floodplain Development Checklist
For Communities FCDMC Does Floodplain Management For**

APP N/A FCD

- The subject lot (or lots) boundary and dimensions are provided on the plans.
- The plans show the location of existing and proposed construction, including, but not limited to: buildings, streets, pavement, retaining walls, accessory buildings, detached garage, swimming pool, parking areas, driveway, utilities, storage tanks, and erosion protection.
- The distances between existing buildings, proposed buildings, and distances from property lines are on the plans. The external dimensions of the buildings should also be included.
- The location and elevation of an onsite temporary bench mark on NAVD 88 is shown on the plans. The applicant needs to check here if all the elevation and topographic data is on NAVD 88.
- The plans show the existing and proposed contour lines, drainage patterns, flow direction arrows, grade breaks, and spot elevations. Existing contour lines are represented by dashed lines, and proposed contours are represented by bolder solid lines. Identify the tops and toes of fill slopes, and call out their elevations.
- The plans reference the source of topographic data, the date of topographic data (month/year). Topographic data needs to be sealed.
- The project is located in Zone AO and for any proposed buildings the elevation of the existing highest adjacent natural grade has been provided.
- The elevation for all the existing and proposed pads and floors, including garages, basements, crawl spaces, and other enclosures are on the plans.
- The elevation and location of all machinery or equipment servicing any building have been provided. This includes furnaces, hot water heaters, heat pumps, air conditioners, ductwork, or elevators. If the equipment will be mounted to a wall, pile, platform, or roof provide the elevation where the machinery or equipment will be installed.
- The plans show the location of the current floodplain limits, floodway limits, cross sections, base flood elevations, and flood zone designations. This needs to be done both for the effective information, and any pending information. The source of this information is identified on the plans. It needs to be noted on the plans if the entire property is located in the floodplain.
- The plans show any proposed changes to the floodplain limits, floodway limits, cross sections, base flood elevations, or flood zone designations. The source of this information is identified on the plans.
- The building erosion hazard setback distance has been measured outward from the 100-year floodway or the top of the channel bank, whichever is greater.
- The location of any fences along with details that include elevation and section views, are shown on the plans. The size and location of any openings have also been provided.
- The plans show the location and details of any retaining walls, along with callouts for top of retaining wall, finished grade, and top of footing at all elevation changes along the wall.
- The horizontal location of any bank protection, include details on material and construction.
- The location of any septic tanks and leach fields are shown on the plans.

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APP N/A FCD

- The plans identify the use (drainage, utility, floodplain) and show the location of all tracts or easements on the parcel.

- The plans show the location of all proposed and existing on-site utility lines, poles, meters (and elevations). Include the location of any proposed underground utilities, and the depth of the proposed underground utilities.

- The plans show the location, size, and type of any proposed or existing propane tanks, water tanks, or fuels tanks and if they are above or below ground. Details on how they are anchored are provided.

- A minimum of 1 cross section through the parcel has been provided on the plans. This cross section shows the buildings and other development along with the area floodplain. This cross section needs to be drawn to an appropriate engineering scale.

Floodplain Development Requirements

APP N/A FCD

- Flood resistant material will be used for any portion of any building below the Regulatory Flood Elevation.

- The amount of vegetation to be removed in the floodplain is the minimum necessary.

- The lowest floor elevation (including basements, crawl spaces, attached garage, or crawl spaces) is at or above the Regulatory Flood Elevation.

- The proposed building or existing buildings have floors or enclosed areas (including basements or crawl spaces) below the Regulatory Flood Elevation. This includes any attached garages, or enclosed areas below a manufactured home.

Check each of the following conditions that apply;

APP N/A FCD

- The proposed building or existing building has a basement (the lowest level or area of building is below ground level on all sides). The basement location needs to be indicated on the plans and stated in the application.

- All enclosed areas (including attached garage) or crawl spaces below the Regulatory Flood Elevation will only be used for parking, access, or storage.

- All the mechanical and utility equipment located in these areas is elevated or floodproofed to or above the Regulatory Flood Elevation.

- Flood venting has been provided for any enclosed areas, crawl spaces, or attached garage below the Regulatory Flood Elevation and the venting meets FEMA's standard criteria. The plans indicate the type, number and vertical and horizontal location of the flood vents.

- An Arizona Registered Professional Engineer has designed an alternate flood venting requirement for any enclosed areas, crawl spaces, attached garage, or low cost accessory structure. A copy of the engineer's analysis is being provided, and a Flood Proofing Certificate will be provided

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APP N/A FCD

- For manufactured homes, mobile homes, or modular building the bottom of the structural frame is at above the Regulatory Flood Elevation.

- For manufactured homes, mobile homes, or modular building the anchorage provided meets or exceeds the requirements to prevent flotation, collapse, or movement of the structure and any additions. All components of the anchoring system are capable of carrying a force of 4,800 pounds.

- Fill material will not interfere with local drainage or flow of the main channel of any watercourse. The fill will not impact the base flood elevation. The fill material extends at least 5 feet beyond the walls or supporting frame of the structure.

- At no point is the top of the fill material lower than the Base Flood Elevation.
- Adequate erosion protection of the fill has been provided.
- For any development or grading within a Zone A ponding, Zone AH, or Zone AO ponding area the volume of displacement has been equally compensated for from within the same ponding area.

- For ponding areas Zone A, Zone AH, or Zone AO the effective lateral conveyance has been preserved.

- No buildings or portions of building are proposed to be located within the floodway. The applicant needs to check here if any portion of an existing or proposed building is located within the floodway.

- Some grading (cut or fill) will take place in the floodway, and an engineering analysis has determined that the proposed work will not increase flood heights. A copy of this analysis is being provided along with a No-rise Certificate.

- The proposed project will require revisions to the floodplain or floodway limits either horizontally, vertically, or both. The required analysis and documentation has been provided. This situation usually requires a submittal to FEMA for a CLOMR and LOMR, or occasionally just a LOMR.

- If applicable and located within the floodplain the pool equipment breaker box is elevated a minimum of 24" above natural ground in Zone AO, or above 36" above natural ground in all other zones.

- The plans show the location and anchoring system for any storage or shipping containers.
- The plans show the location of any recreational vehicle that will remain on site for more than 180 days, and won't be licensed and ready for highway use. Such recreational vehicles will be regulated as a manufactured home.

- The plans show the location of any storage material or equipment and that it is firmly anchored to prevent flotation, or that it is readily removable.

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Additional Requirements for Subdivision or Commercial Development

APP N/A FCD

- The base flood elevation has been provided for all subdivision proposals and other proposed new developments greater than fifty (50) lots or five acres.

- The special flood hazard area and the base flood elevations have been provided for preliminary subdivision proposals.

- For any manufactured home parks or subdivisions an evacuation plan has been filed with the appropriate emergency management agency.

Additional Requirements for LOMA, LOMR, and CLOMRs

APP N/A FCD

- The applicant has attached and filled out the FEMA MT-1 or MT-2 forms needed for a LOMA, LOMR, or CLOMR submittal to FEMA.

- The applicant has organized the information needed for a LOMA, LOMR, CLOMR submittal to FEMA following the requirements of Arizona State Standard 1, Technical Support Data Notebook.

Additional Requirements - Post Development

APP N/A FCD

- The applicant understands that a FEMA Elevation Certificate needs to be provided prior to the final inspection, or before the issuance of a certificate of occupancy.

- The applicant understands that a FEMA Flood Proofing Certificate needs to be provided prior to the final inspection, or before the issuance of a certificate of occupancy.