



OKANOGAN COUNTY OFFICE OF PLANNING AND DEVELOPMENT FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

Okanogan County Code, OCC 15.08, Floodplain Management

The State of Washington has authorized county governments to adopt Comprehensive Flood Control Management Plans for drainage basins located wholly or partially within the county. The purpose and intent of the Floodplain Management standards is to protect the public health, safety, and general welfare by ensuring that development activities in or around floodplains, riverine flood areas and lacustrine flood areas do not negatively affect the lands' ability to reduce flood and storm drainage and to minimize and eliminate public and private losses due to flood conditions, and to ensure continued participation in the National Flood Insurance Program.

Floodplain Development Permit Application Instructions

All development, as defined under OCC 15.08.030, A., 12, within any area of special flood hazard requires a floodplain development permit. The following information must be submitted:

1. A completed Floodplain Development Permit Application;
2. A detailed site plan, which meets the requirements of OCC 14.12.160 and OCC 15.08.060, 2., a. & b. (site plans which do not meet these requirements will not be accepted);
3. An elevation survey, if applicable, completed by a surveyor licensed in Washington State, with affixed seal and signature. Elevation survey must be made of the four corners of the proposed structure.
4. A copy of construction drawings, completed by an engineer licensed in Washington State, with affixed seal and signature, identifying proposed floodproofing measures, if applicable (See attached floodproofing measures);
5. Any additional information as required by the Office of Planning and Development.
6. Appropriate fees

Application Process

1. Submit the Floodplain Development Permit Application, required surveys and certifications, and any other permit applications to the Office of Planning & Development;
2. Staff reviews the application, elevation survey, and constructions plans for compliance with Okanogan County Code;
3. The application is approved or approved with conditions;

Application Process applicable to Building Permits

1. Submit the Floodplain Development Permit Application, required surveys and certifications, and any other permit applications to the Office of Planning & Development;
2. Staff reviews the application, elevation survey, and constructions plans for compliance with Okanogan County Code;
3. The application is approved or denied;
4. If approved, written approval is given to the Okanogan County Building Department and building permit is issued;
5. Upon completion of the lowest habitable floor, certification must be made by a surveyor or engineer that the lowest habitable floor is a minimum of one (1) foot above the base flood elevation (established by the Office of Planning and Development if in a detailed study area) or the elevation of required floodproofing measures for a non-residential structure;
6. Upon completion of the structure, a surveyor or engineer must certify the finished floor height of the lowest habitable floor, utilities servicing the structure, and the height of any floodproofing measures.
7. Elevation Certificate and/or Floodproofing Certificate is submitted to the Office of Planning and Development prior to final occupancy.
8. Final occupancy of the structure is given by the Okanogan County Building Department.

Definitions

- **Area of Special Flood Hazard OCC 15.08.040, A, 3**
The land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year.
- **Base Flood Elevation (BFE) OCC 15.08.040, A, 5**
The height of the base flood in relation to the National Geodetic Vertical Datum of 1929.
- **Lowest (Habitable) Floor OCC 15.08.040, A, 24**
The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage, in an area other than a basement area, is not considered a building's lowest floor; provided, that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this chapter.
- **Development OCC 15.08.040, A, 10**
Any manmade change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations located within the area of special flood hazard, to include those associated areas relevant to flood management.
- **Floodplain OCC 15.08.040,A, 18**
Any land area subject to inundation by water from any source.
- **Regulatory Floodway OCC 15.08.030,A,21**
The channel of a stream plus any adjacent floodplain that must be kept free of encroachment so that the 100-year flood discharge can be conveyed without increasing the base flood elevation more than a specified amount.

General Information

- Elevation Certificates and Floodproofing Certificates are required by National Flood Insurance Program as part of Okanogan County's continued enrollment in the flood insurance program. Okanogan County is required to obtain the lowest floor elevation (including basement) of all new and substantially improved buildings, and maintain a record of such information.
- Floodproofing certifications and designs, such as residential foundation design (wet-floodproofing), non-residential foundation design (watertight design), and flood studies may only be provided by a registered engineer, licensed in the state of Washington;
- Certifications for elevation surveys, base flood elevations, lowest floor elevations, flood proofing heights, etc, may be provided by licensed surveyor or engineer licensed in the state of Washington;
- Elevation Certificates are required to be completed and submitted for all structures constructed within the **mapped** limits of the 100-year floodplain. Certifications required by the Elevation Certificate may be made only by licensed surveyor or engineer;
- Floodproofing Certificates are required for all non-residential structures constructed within the limits of the 100-year floodplain. Certifications required by the Floodproofing Certificate may only be made by a licensed engineer;

STRUCTURE INFORMATION	FILLING, GRADING, EXCAVATION
New structure: <input type="checkbox"/> Yes <input type="checkbox"/> No; Square Feet: _____ Replacing Damaged Structure? <input type="checkbox"/> Yes <input type="checkbox"/> No How Damaged: <input type="checkbox"/> Fire <input type="checkbox"/> Flood <input type="checkbox"/> Other: _____ When Damaged: _____ Will the structure have a basement, crawlspace, daylight basement? <input type="checkbox"/> Yes <input type="checkbox"/> No Addition: <input type="checkbox"/> Yes <input type="checkbox"/> No; Square Feet: _____ Use of Structure: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Storage <input type="checkbox"/> Other: _____	** Use this section for road or driveway construction. ** Amount of New Fill: _____ (yards) Purpose of Fill: _____ Amount of Excavation: _____ (yards) Purpose of Excavation: _____ Amount/Area of Grading: _____ (yards) Purpose of Grading: _____

OFFICE OF PLANNING AND DEVELOPMENT USE ONLY

Site/Parcel Information

Comp. Plan Designation: _____ Zoning Designation: _____
 Water Body: _____ Shoreline Designation: _____
 Forest Practices Permit: Yes (Review FPA Permit) Use Allowed? Yes No

Floodplain/Floodway Information

FIRM Map Panel Number: _____ Map Date: _____
 Flood Zone: _____ (To be determined by Administrator/designee)
 Within the Designated Floodway? _____ Floodway Map Number: _____
 Base Flood Elevation at Project Site: _____ (To be determined by Administrator/designee)
 Ground Elevation at Project Site: _____ (To be determined by surveyor or engineer only)
 Elevation Certificate Required? Yes No **(Must be submitted to Office of Planning Prior to occupancy)**
 Floodproofing Certificate Required? Yes No **(Must be submitted to Office of Planning Prior to occupancy)**

Engineer/Surveyor Certification

Engineer Certification Required? Yes No Surveyor Certification Required? Yes No
 Name of Engineer: _____ Name of Surveyor: _____
 Construction Plans Reviewed/submitted? Yes No Elevation Survey Submitted? Yes No

Manufactured Home / Mobile Home

Type of Foundation: Conventional Foundation (venting required) Post Pier Other: _____

Other

Is property within a non-detailed study area? Yes No (See specific standards)
 Is property within a Shallow Flooding Area (AO)? Yes No (See specific standards)
 Other permits and/or approvals required? Yes No; _____

Notes: _____

SPECIFIC REQUIREMENTS

Required Elevation Height of Lowest Habitable Floor (see definition of lowest habitable floor): _____

Required Elevation Height of Utilities: _____

Required Floodproofing Height (non-residential only): _____

Vents Required? Yes No; Square Inches of Openings: _____ (No More Than one (1) foot above grade.)

Manufactured / Mobile Home Must be Securely Anchored? Yes No N/A (See anchoring requirements)

Method of Anchoring: _____

CONDITIONS OF APPROVAL

Elevation Certificate must be submitted to the Office of Planning and Development prior to final occupancy of the structure.

A Floodproofing Certificate must be submitted to the Office of Planning and Development prior to final occupancy of the structure.

1) _____

2) _____

3) _____

4) _____

5) _____

LANDOWNER

I, the landowner of the above described property, certify that the information on this application is true and correct to the best of my knowledge, and that the work applied for will be completed as required in this application. I also understand that I must submit a copy of a completed Elevation Certificate and/or Floodproofing Certificate, if applicable.

_____ Landowner _____ Date

SURVEYOR

The information prepared by me in this application is true and accurate to the best of my knowledge. I understand that the information given by me is critical to the construction being applied for with this application, and that inaccurate information may cause unnecessary hardship on the landowner.

_____ Surveyor _____ Date

OFFICE OF PLANNING AND DEVELOPMENT

Permit is hereby: Approved Denied

Approval or denial of this permit is hereby given based on the information provided by the landowner, applicant, surveyor, and/or engineer, subject to the above conditions of approval and submittal (if applicable) of the Elevation Certificate and/or Floodproofing Certificate, or other required document.

_____ Administrator _____ Date

ENGINEER

The information prepared by me in this application is true and accurate to the best of my knowledge. I understand that information given by me meets or exceeds industry accepted standards for floodproofing and/or construction in a flood prone area. I understand that the information given by me is critical to the construction being applied for in this application, and that inaccurate information may cause unnecessary hardship on the landowner.

_____ Engineer _____ Date