



P I N A L • C O U N T Y
wide open opportunity

FLOODPLAIN USE PERMIT APPLICATION PACKET

January 2013



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Section 1: Application, Permit, and Licensing Information

Scope and Authority

In [A.R.S. § 48-3603 through § 48-3628](#), the Arizona State Legislature has delegated the responsibility to each county flood control district to adopt regulations consistent with criteria adopted by the Director of Arizona Department of Water Resources pursuant to [A.R.S. § 48-3605](#), designed to promote the public health, safety and general welfare of its citizenry. Additionally, [A.R.S § 48-3641 through § 48-3650](#) establishes guidelines for which permitting or licensing procedures must be based upon.

All Residential, Commercial, and Industrial developments are subject to the provisions of Pinal County's Floodplain Management Ordinance of August 2006. Per this Ordinance, a Floodplain Use Permit shall be obtained when any work is to be done within the floodplain area of a watercourse that has a 100yr flow of 200cfs or greater or has been designated as a floodplain by the Federal Emergency Management Agency (FEMA) or the Pinal County Board of Supervisors. If approved, a Floodplain Use Permit is valid for **up to 5** years from the approval date.

About this Permit Application

In early 2011, the fiftieth legislature of Arizona passed Senate Bill 1598. This bill established a regulatory bill of rights for permit (license) applicants and mandated that all jurisdictions publish procedures and time frames for their permitting process. In addition to this, the new law required that jurisdictions either approve or deny a permit application within their published timeframes. [A.R.S § 48-3641 through § 48-3650](#) are the results of this bill. To be compliant with the provisions of this law, the Pinal County Flood Control District has adopted the use of this permit application and its attachments. If you have questions or concerns about this, please contact your local state representative.

Instructions

Please thoroughly read the entire contents of this permit application. **All sections of this application must be completed (or marked as "N/A" when appropriate) or the application will not be accepted for review.** Please use only black or blue ink when completing this application. All pages must also be initialed in the bottom left hand corner as well. Pursuant to [A.R.S § 48-3645](#), substantive review of your permit application cannot begin until your application has passed the administrative review (completeness check).

If you have any questions regarding this permit, please call the Pinal County Flood Control District at 520-866-6411.

Initials: _____

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Section 2: Project Information

Project Narrative/Scope of Work

1) Project Name (example: George Smith's Garage): _____

2) Please describe the project in detail using the space provided below. Include all pertinent project information such that an uninformed reader will fully understand the scope of your proposed project.

If additional space is needed, please attach a narrative at the end of this application.

All permit applications should be accompanied by plans/reports that clearly illustrate the scope of the project.

3) What is the intended primary use of the project? _____

4) If the proposed project includes a structure, will the structure have plumbing or electricity? _____

5) If this project is associated with something currently or recently in review with Pinal County, please indicate the S, SPR, PZ,

PER, MH, or FUP number here: _____

6) If this application is for a Sand and Gravel operation, is this a renewal permit? _____ Permit Number: _____

7) FEMA designated Flood Zone: _____ Floodway: Yes or No

To find out what flood zone your project is in please fill out a flood zone request form here:

<http://www.pinalcountyz.gov/Departments/PublicWorks/FloodControlDistrict/Pages/FloodInfoRequest.aspx>

Project Location Information

Please indicate the location of the proposed project by filling in the spaces below. Much of this information can be determined by reviewing your property's parcel information by going to: <http://pinalcountyz.gov>

8) Project Site Address: _____ City: _____ State: _____ Zip: _____

9) Project Assessor's Tax Parcel Number: _____ Township: _____ Range: _____ Section: _____

(If the project is on multiple parcels or in multiple sections, attach that information to the permit application)

10) Subdivision Name and Lot Number: _____

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**Pinal County
Flood Control District
A Division of Public Works**



Pinal County Flood Control District
P.O. Box 727
31 N. Pinal St, Building F
Florence, Arizona 85132

Project Quantities

- 11) Total Estimated Project Cost: _____
(In some situations, a detailed cost estimate prepared by a licensed contractor or Engineer must be submitted for review. You will be contacted in the event that this is required.)
- 12) If the project includes structures or additions, what is their total estimated size in square feet? _____
(If there is more than one structure, list the combined total area here.)
- 13) If the project is an addition, renovation, or remodel, please answer the following questions (otherwise mark them as N/A):
- A) What is estimated value of the existing structure? _____
(This information can be obtained by checking the assessor's valuation information for your property. In some situations, a detailed property appraisal prepared by a licensed appraiser must be submitted for review. You will be contacted in the event that this is required).
- B) What was the original year of construction for the existing structure? _____
- 14) How long do you anticipate construction of the project will take? _____
- A) Estimated Completion Date: _____
- 15) If grading/grubbing will be performed, what is the total area of land that will be disturbed? _____
- 16) Is the overall size of the development greater than 5 acres or 50 lots? _____
If so, you may be required to engineer your own base flood elevation and submit a Conditional Letter of Map Revision (CLOMR) and/or Letter of Map Revision (LOMR) to the Pinal County Flood Control District and the Federal Emergency Management Agency (FEMA) for review and approval.

Critical Facilities/Critical Services

If your project includes a critical facility or service listed below, you may be required to comply with higher regulatory standards. Critical facilities may be required to be elevated, flood proofed, or otherwise protected to the 500 year floodplain instead of the 100 year floodplain. In any case, there shall be no increase in flood elevations or other adverse impacts on upstream and/or downstream properties.

The purpose behind this requirement is to ensure that critical facilities can function during a standard flooding event. This helps to ensure the health, safety, and well being of the public while also permitting emergency operations (such as police response and sheltering) to safely take place. **Please check the appropriate box that pertains to your proposed project:**

- Structures or facilities that produce, use, or store highly volatile, flammable, explosive, toxic, and/or water-reactive materials.
- Hospitals, emergency medical facilities, schools, nursing homes, daycare/childcare centers, and assisted housing.
- Police stations, fire stations, vehicle and equipment storage facilities, emergency shelters, and emergency operations centers.
- Public and private utility facilities such as power, water, sewer, wastewater treatment, and communications. Note that certain projects in this category may be exempt from written authorization per [A.R.S § 48-3613](#).
- A facility or structure designated as "Critical" by the Flood Board.
- Project does not constitute a critical facility or service.

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A Division of Public Works**



Pinal County Flood Control District
P.O. Box 727
31 N. Pinal St, Building F
Florence, Arizona 85132

Project Type and Categorization

Please check of the appropriate box that corresponds to your proposed project. The review fees, review time frames, and submittal requirements are dependant upon these categories. **Please check the appropriate box that pertains to your proposed project:**

1) Complexity 1 Permit Applications (Minimal Technical Review)*

- Single Family Residence: Property >1acre, or Property <1acre
- Appurtenant Structure (Residential):
- Manufactured Homes: New, or Replacement
- Additions to Existing Residential Structures: Vertical, or Lateral
- Rehabilitation, Renovation, or Repair to Existing Residential Structures
- General Grubbing/Clearing (No Buildings, No Change in Topography)
- Walls/Fences

2) Complexity 2 Permit Applications (Detailed Technical Review – Engineering Required)*

- Single Family Residence (Construction within Floodway or Erosion Hazard Zone)
- Subdivisions/Master-planned Communities
- Commercial/Industrial Sites (Includes Power Generating Facilities)
- Mining Operation: Sand and Gravel, Copper, or Other: _____
- CLOMR/LOMR (Includes LOMR-F)
- Flood Control Structure: Levee, Dam, Floodwall, Dike, Basin, or Culvert/Bridge Crossing
- Watercourse Modification: Restoration, Channelization, Bank Stabilization
- Engineering Study (No Development Activity) WCMP ADMP/ADMS, or Other: _____

If ANY of the following conditions pertain to your project, you will be required to submit plans, reports, and/or analysis's sealed by an Arizona Registered Professional Engineer:

1. *Manufactured Homes (where the anticipated depth of flooding is greater than 1 foot at the site)*
2. *Non-Residential developments*
3. *Any project or development that exceeds 5 acres*
4. *Any project or development that is located within a Floodway*

In certain situations, residential developments on a single parcel may also be required to submit plans prepared by an engineer.

**If you are uncertain as to which category applies to your proposed project, please contact the Flood Control District at 520-866-6411*

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Section 3: Contact Information Sheet

Applicant's Information:

Name: _____ Company Name: _____

Phone Number: _____ Alt. Phone Number: _____ E-Mail: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Property Owner's Information:

Check here if the applicant is the property owner:

Name: _____ Company Name: _____

Phone Number: _____ Alt. Phone Number: _____ E-Mail: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Please attach property ownership information to this permit applicant. Note that a print out from the Pinal County Assessors Parcel database (available online) may be sufficient.

Contractor's Information:

Who will complete the construction of this permit if it is approved?

Name: _____ Company Name: _____ License#: _____

Phone Number: _____ Alt. Phone Number: _____ E-Mail: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Will there be sub-contractors? Yes or No. (If yes, please attach the sub-contractor's information to this application)

Architect or Engineer's Information

Who is the lead engineer or architect for your proposed project (if applicable)?

Name: _____ Company Name: _____ License#: _____

Phone Number: _____ Alt. Phone Number: _____ E-Mail: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Will there be sub-contractors? Yes or No. (If yes, please attach the sub-contractor's information to this application)

Initials: _____

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Section 5: Applicant's Bill of Rights

Regulatory Bill of Rights

To ensure fair and open regulation by districts, your regulatory bill of rights pursuant to [A.R.S. § 48-3642](#) are:

1. An applicant is eligible for reimbursement of fees and other expenses if the person prevails by adjudication on the merits against a district in a court proceeding regarding a district decision as provided in [A.R.S. § 12-348](#).
2. An applicant is entitled to receive information and notice regarding inspections as provided in [A.R.S. § 48-3643](#) (Refer to the next section).
3. An applicant is entitled to have a district not base a licensing decision in whole or in part on licensing conditions or requirements that are not specifically authorized as provided in [A.R.S. § 48-3644](#).
4. An applicant may have a district approve or deny the person's license application within a predetermined period of time as provided in [A.R.S. § 48-3645](#).
5. An applicant is entitled to receive written or electronic notice from a district on denial of a license application:
 - a. That justifies the denial with references to the statute, ordinance, regulation, executive order, delegation agreement or authorized substantive policy statement on which the denial is based as provided in [A.R.S. § 48-3645](#).
 - b. That explains the applicants right to appeal the denial as provided in [A.R.S. § 48-3645](#).
6. An applicant is entitled to receive information regarding the license application process at the time the person obtains an application for a license as provide in [A.R.S. § 48-3646](#).
7. An applicant may inspect all ordinances, regulations and substantive policy statements of a district, including a directory of documents, at the office of the district or a district website as provide in [A.R.S. § 48-3647](#).
8. Unless specifically authorized, an applicant may expect districts to avoid duplication of other laws that do not enhance regulatory clarity and to avoid dual permitting to the maximum extent practicable as provided in [A.R.S. § 48-3644](#).
9. An applicant may file a complaint with the board of review concerning an ordinance, regulation or substantive policy statement that fails to comply with this section.

Inspection Bill of Rights

To ensure fair and open inspection by districts, our Property Entry Statement and your inspection bill of rights pursuant to [A.R.S. § 48-3643\(A\)](#) are:

1. This inspection is to assess whether or not you or your property either needs a permit, license, or registration, or to assess compliance with any permit, license, or registration you may already have.
2. [A.R.S. § 48-3603](#), and the Pinal County Floodplain Ordinance adopted by the Pinal County Board of Supervisors provide legal authority for this inspection.
3. You are entitled to see the inspector's photo identification.
4. There is no fee for an inspection of a suspected Floodplain Ordinance violation. Fees for inspections of permitted work shall be \$150 for the first two inspections, and \$75 for each inspection thereafter. This fee schedule can be found in the [Pinal County Floodplain Ordinance](#) or in Appendix G of this application.
5. You may accompany the agency inspector during the inspection.
6. Inspections for Floodplain Use Permits will not involve taking of samples or original documents.
7. Statements will not be tape recorded.
8. Any statements made may be included in the inspection report.
9. The Statutes and Regulations identified above will allow you to appeal any formal action resulting from this inspection. However, noted deficiencies found during this inspection are not appealable ([A.R.S. § 48-3643\(G\)](#))
10. Any questions regarding your inspection may be directed to the inspector assigned to your permit application by calling 520-866-6411.
11. You may contact the Floodplain Administrator at 520-866-6411 to express concern or to seek further information.

I acknowledge that I have read and understand my Regulatory and Inspection Rights

Acknowledged: _____
Printed Name of Owner or Authorized Representative

Signature of Owner or Authorized Representative

Date

Initials: _____

Permit Number FUP _____ - _____



Section 6: General Stipulations and Conditions

All Permit Applications

- 1) The applicant assumes all responsibility, including financial and consequential expenses, for engineering, design, construction, inspection, and maintenance associated with all improvements and facilities covered by this permit and hereby certify that any and all federal, state, and other local permits required for the activity covered by this permit have been obtained.
- 2) This application becomes a valid permit only when completed and signed by the Pinal County Flood Control District and signed with notary by the applicant. The validated permit is subject to the conditions indicated on this and all other pages including attachments (If any). This permit can be revoked and is subject to the provisions of the Pinal County Floodplain Management Ordinance and the Pinal County Drainage Ordinance.
- 3) Pinal County Flood Control District makes no warranties or representations of any kind whatsoever as to any streets, common areas, or any other lots or properties other than the property located at the project site address indicated on this permit. Applicant acknowledges that in that event, the National Flood Insurance Program may make adjustments to the premium for flood insurance for the subject property, and that neither Pinal County nor the Pinal County Flood Control district is responsible or liable for any such adjustment.
- 4) Natural drainage shall not be altered, disturbed, or obstructed in any way other than is allowed under this permit. Driveways are to be constructed at grade only, unless otherwise noted. No culvert crossings can be installed without the review/approval of Pinal County. Uses allowed under this permit shall be confined to those described in this application herein and shall conform to the limits shown on the site plan as well as the stipulations attached hereto and incorporated by reference herein.
- 5) No changes or alterations to the approved plans or approved construction shall occur without permission from Pinal County.

Manufactured Home Permit Applications

- 6) For proposed manufactured homes located within a FEMA designated Special Flood Hazard Area (Zone A, AO, AH, or AE floodplains), The lowest Horizontal Structural member (bottom of frame) of the Manufactured Home must be set at or above the Regulatory Flood Elevation (RFE). The Regulatory Flood Elevation (RFE) is defined as the elevation that is one (1) foot above the Base Flood Elevation (BFE) as determined or approved by Pinal County. All equipment servicing this building must also be elevated to the same height.
- 7) A manufactured home in a FEMA designated Special Flood Hazard Area (Zone A, AO, AH, or AE floodplains) must be adequately anchored to resist flotation, collapse, or lateral movement. If the home will have rigid or block type skirting, the property owner shall provide adequate flood venting to allow for the automatic entry and exit of floodwaters into and out of the crawl space below the home. There shall be a minimum of 1 square inch of opening (net area) provided for every square foot of enclosed space located on at least two of the exterior walls unless otherwise determined by a registered professional engineer.

Additions, Alterations, Repairs, or Rehabilitations of/to Pre-FIRM Structures

- 8) For existing pre-FIRM structures, the cumulative cost of all improvements up to 5 years prior to any new permit applications will be counted toward the 50% substantial improvement rule. Any future improvements to the addition or the original structure will also need construction cost estimates. This may require that your entire structure be elevated to meet the most current National Flood Insurance Program Regulations.

I acknowledge that I have read and understand the general stipulation and conditions

Acknowledged: _____
Printed Name of Owner or Authorized Representative

Signature of Owner or Authorized Representative

Date

Initials: _____

Permit Number FUP _____ - _____



Section 7: Submittal Signature Page

In consideration for the issuance of the requested permit, the applicant, owner, agent, engineer, and their successors agree to hold the Pinal County Flood Control District harmless from any onsite or offsite damages of any kind arising from the development of the subject property in accordance with their submittals as outlined in this permit.

I/we have read and understand this warning and disclaimer of liability.

Applicant Signature: _____

Applicant Printed Name: _____

Applicant Address: _____

City, State, Zip _____

Date: _____

State of _____)

) ss.

County of _____)

On this _____ day of _____, 20____, before me personally appeared _____,
[Name of Signor]

whose identity was proven to me on the basis of satisfactory evidence to be the person who he or she claims to be, and acknowledged that he or she signed the above/attached document. In witness whereof, I have set my hand and official seal:

My Commission Expires: _____

Notary Public

Internal Use Only:	Application Received: _____
This permit application has been reviewed and is recommended for:	<input type="checkbox"/> Approval <input type="checkbox"/> Denial
with the following permit specific conditions:	

Reviewed by: _____ on (date): _____	
<i>Flood Control District Reviewer</i>	
Approving Authority: _____ on (date): _____	
<i>Floodplain Administrator</i>	

Initials: _____

Permit Number FUP _____ - _____



Appendix A: Permit Submittal Requirements (Checklist)

Administrative Completeness Checklist for Floodplain Use Permits

Pursuant to [A.R.S §48-3645](#), each floodplain use permit that is submitted to Pinal County for review must undergo an administrative completeness check prior to receiving its substantive review. The following checklist will be used to determine if your floodplain use permit is complete or not. This checklist should not be used Technical Data Notebooks. Once the substantive review period has begun, review fees are non-refundable.

Complexity 1 Floodplain Use Permit Applications (Minimum)

- Two (2) copies of a Site Plan (Plot Plan) (*Minimum Size 8 ½" by 11"*)
Plans must contain at least the following items:
 - North Arrow and Bar Scale for the Drawing
 - Property Lines with Dimensions, Including Easements
 - Assessor's Parcel Number and/or property address
- Two (2) copies of construction plans with sufficient detail to determine the scope of the project (*Minimum 11" by 17"*)
Plans must contain at least the following items:
 - Plan view sheet(s) with scale bar and dimensions
 - Elevation view (or Cross Section view) sheet(s) with scale bar and dimensions
- Two (2) copies of approved prerequisite permits (*if applicable*)
- Anything else needed to determine compliance with all applicable laws, codes, and regulations

Additions, Repairs, Renovations, or Rehabilitations may also require the following:

- An itemized project cost estimate determined by a licensed contractor or registered professional engineer
- A property value statement giving the value of the structure (in some cases an appraisal may be needed)

Complexity 2 Floodplain Use Permit Applications (Minimum)

- Everything required for a Complexity 1 Floodplain Use Permit
- Two (2) copies of a Drainage Report/Floodplain Analysis with plans and a CD each bound as a single document (*no staples, no loose papers, etc*)
 - The CD within the report must contain:
 - PDF copies of the report and plans
 - Electronic Model Files with Folders labeled using the model name (*e.g. HEC-1 Files, HEC-RAS Files, etc*)
- Redline copies of the previous submittals of this project with review comments (*if applicable*)
- Comment Response letter from previous permit applications (*if applicable*)
- Anything else needed to determine compliance with all applicable laws, codes, and regulations

Sand and Gravel Mining Operations will also require the following:

- Two (2) copies of a Reclamation Plan meeting the requirements of [Pinal County's Sand & Gravel Guidelines](#) (*may be included with Drainage Report/Floodplain Analysis*)

CLOMR/LOMR Submittals will also require the following:

- Two (2) copies of a Technical Data Notebook that complies with [SS1-97](#)

If your permit application is missing any of the above items it will be rejected and returned to you for corrections. Because it is impossible to create a checklist that would cover every permitting scenario, the above checklist is noted as the minimum amount of information necessary to begin the substantive review process. You will be contacted during the substantive review period if additional information is needed. You may also contact the Flood Control District at 520-866-6411 if you have questions regarding the submittal requirements for your specific project.

Initials: _____

Permit Number FUP _____ - _____



Appendix B: References and Resources (Codes, Standards, Laws, etc)

Laws/Regulations

[A.R.S § 48-3647](#) requires The Pinal County Flood Control District to publish a directory summarizing the subject matter of all of the currently applicable ordinances, codes, regulations, and substantive policy statements in one location. The current directory of documents can be found online at the following address:

<http://www.pinalcountyz.gov/Departments/PublicWorks/FloodControlDistrict/Floodplain/Pages/FloodplainRegulations.aspx>

Acceptable Computer Modeling Programs

The following list of hydrologic and hydraulic modeling programs are acceptable for use on project located in Pinal County. Please note that if a modeling program is utilized for a project within Pinal County, the electronic files as well as the input/output reports must be submitted along with this application. The use of any other modeling programs will not be accepted without the prior written consent of the Pinal County Flood Control District.

1. HEC-1
2. HEC-HMS
3. HEC-RAS
4. FLO-2D
5. HY-8
6. Culvert Master
7. Flow Master

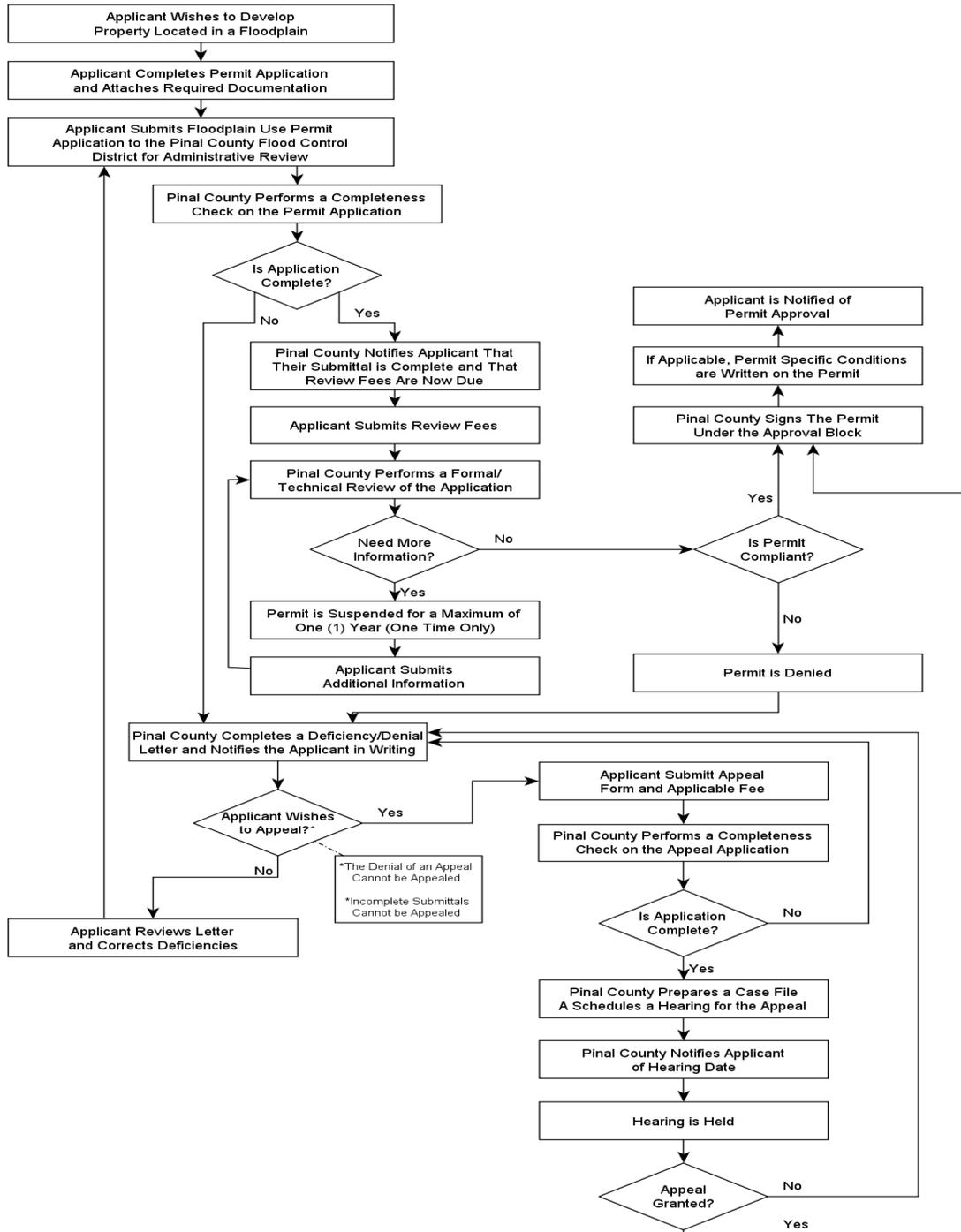
Initials: _____

Permit Number FUP _____ - _____



Appendix C: Steps Required to Obtain a Permit

Pursuant to [A.R.S. § 48-3646](#), the following flow chart outlines the permitting (licensing) process:



Initials: _____

Permit Number FUP _____ - _____



Appendix D: Licensing (Permitting) Time Frames

Pursuant to [A.R.S. § 48-3645](#), Pinal County establishes timeframes for which an Approval or Denial Statement will be issued for each type of license (permit) that it reviews. The overall time frame for each type of permit states separately the administrative completeness review time frame and the substantive review time frame.

Review time frames may be temporarily suspended under the following circumstances provided by [A.R.S. § 48-3645](#).

1. Temporary suspension for public hearings
2. Temporary suspension for state or federal approvals of licenses (permits)
3. Temporary suspension to wait for the applicant to submit additional information as requested by Pinal County

Applications that have been inactive for more than one (1) year since the date of suspension will be administratively closed.

Pinal County has considered a number of factors including partnerships with County Dependant Communities, staffing & budgetary constraints, and the overall complexity of the licenses that we issue in formulating these time frames. These time frames may be subject to modification in accordance with state statutes. These time frames include Pinal County’s review time and not the time the applicant takes responding to notices of deficiencies for either the administrative or substantive review.

The following time frames are provided for development located within floodplains in Pinal County’s area of jurisdiction as authorized by the [Pinal County Floodplain Ordinance](#).

Permit Type	Time Frames (Working Days)		
	Administrative	Substantive	Overall
Floodplain Use (Complexity 1 - Permits which require a minimum of technical review)	20	40	60
Floodplain Use (Complexity 2 - Permits which require technical hydrologic or engineering review)	30	60	90
Floodplain Use (Sand & Gravel)	30	60	90
Floodplain Use (Sand & Gravel Renewal)	30	60	90
Floodplain Clearance	5	10	15
Appeal/Variance Applications	20	40	60
CLOMR/LOMR	30	60	90

A working day is defined as a full eight (8) hour day between the hours of 8AM and 4:30PM local time. Working days do not include weekends (Saturdays and Sundays) or federal holidays. Permit applications submitted after 12:00PM on any given work day will be considered submitted on the following work day.

Initials: _____

Permit Number FUP _____ - _____



Appendix E: Contact Person to Provide Assistance

Pinal County Flood Control District Contact Information

Mailing Address: Pinal County Flood Control District
PO Box 727
Florence, AZ 85132

Physical Address: Pinal County Flood Control District
31 N. Pinal St, Building F
Florence, AZ 85132

Flood Control District Main Phone Number: 520-866-6411

Flood Control District Fax Number: 520-866-6511

If you have questions about Floodplain Use Permits, please contact the Floodplain Review Engineer by calling 520-866-6411 or sending an email to FloodControl@pinalcountyaz.gov

If you need a Flood Zone Determination, please submit a request using the form located here:
<http://pinalcountyaz.gov/Departments/PublicWorks/FloodControlDistrict/Pages/FloodInfoRequest.aspx>
Requests are typically honored within 3 working days.

To inspect or obtain copies of any of the Flood Control District's public records, please complete and submit the Public Records Request Form: <http://pinalcountyaz.gov/Departments/PublicWorks/Pages/Documents.aspx>

To set up an appointment to speak with District staff about a proposed project, please call the main number at 520-866-6411.

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**Pinal County
Flood Control District
A Division of Public Works**



Pinal County Flood Control District
P.O. Box 727
31 N. Pinal St, Building F
Florence, Arizona 85132

Appendix F: Fee Schedule

Per the [Pinal County Floodplain Ordinance](#) of 2006, the current fee schedule is:

Floodplain Clearance	\$20.00
Floodplain Use Permit:								
Complexity 1: Application/Review (Minimum Technical Review)	\$40.00
Complexity 2: Application/Review (Technical Engineering Review)	\$2,800.00
Sand and Gravel Renewal Permit.	\$500.00
Inspections:								
Inspection (First 2 Included)	\$150.00
Additional Inspections	\$75.00ea
Appeals/Variances:								
Floodplain Board of Review	\$400.00
Continuance of Hearing (Applicant's Request)	\$50.00

Initials: _____

Permit Number FUP _____ - _____



Appendix G: Appeals Process

All requests for appeals/variances must be supported by documentation that demonstrates that the granting of such an appeal/variance would be warranted. For an appeal of a floodplain use permit denial, an appellant needs to show that their permit application would be compliant with all local, state, and federal regulations by providing documentation that supports this claim.

To submit an appeal please complete the “*Floodplain Ordinance Appeal/Variance Request Form*” and submit it to the Pinal County Flood Control District (with the appropriate fee). This form can be found on the Pinal County Flood Control District’s website. Your appeal will be administratively reviewed for completeness and validity within the administrative review timeframes publish for this permit. If deemed complete and valid, your appeal will be scheduled for the next available review hearing in front of the Floodplain Board of Review or Board of Directors.

During the review hearing, the Floodplain Board of Review or Board of Directors may attach such conditions or restrictions to the granting of an appeal or variance as it determines necessary to reduce or eliminate potential threats to public safety or to public or private property resulting from the granting of the appeal or variance. The applicant, among other things, may be required to post performance bonds, assurances or other security to guarantee compliance with the conditions and restrictions imposed.

Initials: _____

Permit Number FUP _____ - _____