

# APPLICATION FOR FLOODPLAIN DEVELOPMENT PERMIT

PLEASE TYPE

	Date	Permit No.
Name of Owner or Applicant	Telephone No.	Office Use Only <input type="checkbox"/> Approved <input type="checkbox"/> Denied
Address of Owner	Name of Impacted Stream, Creek, Tributary	<input type="checkbox"/> Approved with Conditions
Location of Permit Area (Address or Legal Description)	Date In: _____ Date Out: _____ Permit Returned to Applicant for More Info: _____	

**PURPOSE OF REQUEST:** ☐ Excavation ☐ Filling ☐ Alteration of Natural Waterway/  
Drainage Course ☐ Utility Construction

☐ New Construction ☐ Grading ☐ Paving ☐ Drilling Operations ☐ Other \_\_\_\_\_

## BRIEF DESCRIPTION OF PROJECT (Attach additional sheets if needed)

## COMPLETE APPLICABLE QUESTIONS:

- Total drainage area of watercourse \_\_\_\_\_ acres.
- Regulatory flood elevation \_\_\_\_\_
- Has site previously flooded? ☐ Yes ☐ No
- Is site subject to flooding? ☐ Yes ☐ No
- Is safe access available during times of flood? ☐ Yes ☐ No ☐ Unknown
- Is the project within the designated floodway? ☐ Yes ☐ No ☐ Unknown
- Have all necessary prior approval permits been obtained from federal, state, or local governmental agencies? ☐ None Required  
☐ Yes ☐ No (If no, explain; if yes, provide copies of approval letters or permits.)

## ATTACH THE FOLLOWING IF APPLICABLE:

- A site plan of the proposed development drawn to scale showing location, dimensions, elevations of existing and proposed topographic alterations, adjacent roads, lot lines, existing and proposed structures, location relative to areas of special flood hazard.
- The extent to which watercourse or natural drainage will be altered or relocated as a result of proposed development.
- Supporting hydrologic and hydraulic calculations, reports, etc., used as a basis for proposed improvements.
- Lowest floor elevation (including basement) of all proposed and substantially improved structures.
- Elevation to which any non-residential structure shall be flood proofed.
- Certification from a registered professional engineer or architect that flood proofing criteria are met.
- Certification from a registered professional engineer that the proposed activity will not result in upstream and downstream property impacts including increased flows, velocities, flood levels, sediment, or erosion.

DURING THE OCCURRENCE OF A 100-YEAR FREQUENCY FLOOD WILL THE PROJECT:	Yes	No	Info. Not Available
1. Reduce capacity of channels/floodways/watercourse in floodplain area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Measurably increase flood flows/heights/damage on off-site properties?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Individually or combined with other existing or anticipated development expose adjacent properties to adverse flood effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Increase velocities/volumes of flood waters sufficiently to create significant erosion of floodplain soils on subject property or adjacent property upstream/downstream?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Encroach on floodway causing increase in flood levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Provide compensatory storage for any measurable loss of flood storage capacity?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## FLOODPLAIN DEVELOPMENT PERMIT APPLICATION (cont.)

### Permit Conditions:

- Applicant hereby gives consent to the City of Willow Park's Floodplain Administrator or his/her representative to make reasonable inspections required to verify compliance.
- Approval of hydrology & hydraulic analysis and development plans.
- Adjacent adjoining property owners and downstream property owners shall not be adversely impacted by new flow rate, flow velocities, new flood elevations, erosion, and sediment.
- Diversion of runoff shall not be allowed.
- Any adverse erosion and/or sediment impact along the perimeter of the project shall be resolved as soon as possible.
- Conditions and requirements set forth in the SWPPP shall be adhered to.
- Public utilities shall be located and protected from damage by excavation or fill by the contractor.
- If proposed activities are considered substantial improvements, then modifications will need to include the effort required to bring the structure into compliance with current ordinances.

This permit is required for all development taking place within the Special Flood Hazard Areas (SFHA) as shown on the current Flood Insurance Rate Maps and Flood Boundary-Floodway Maps, published by the Federal Emergency Management Agency (FEMA). These maps are available for public inspection in the Planning & Development Department, Willow Park City Hall, 120 El Chico Trail.

I understand that this Floodplain Development Permit does not constitute final approval until all development requirements placed on the property have been met. These requirements include, but are not limited to, City construction plan approval, platting and community facilities agreements.

Application is hereby made for a permit to authorize the activities described herein. I hereby certify that I am familiar with the information contained on this application and to the best of my knowledge such information is true and accurate. I further certify that I possess the authority to undertake the proposed activity.

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Signature of Applicant or Authorized Agent