

## HOW IS A FLOODPLAIN USE PERMIT OBTAINED?

- Application is made to:  
Santa Cruz County Flood Control District  
2150 N. Congress Drive, Ste. #117  
Nogales, AZ 84621  
(520) 375-7830
- You may apply in person or by mail.

## ARE THERE ANY FEES INVOLVED?

- There is no cost for a floodplain use permit, at this time. The Board of Supervisors can set a fee or fee schedule for a floodplain use permit at a latter date. Check with the Flood Control District Office for the most current information.
- You may incur some costs associated with plan preparation, engineering, or surveying, if required.

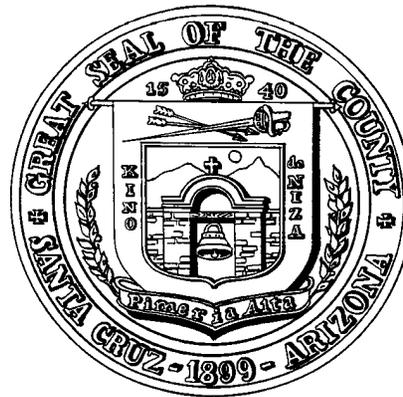
## MAY I APPLY FOR OTHER PERMITS AT THE SAME TIME?

- You may apply for a building permit at the Building Department. The building permit will not be issued until you have approval from the Flood Control District.
- Concurrent review may save you time.

Copies of the current Santa Cruz County Floodplain and Erosion Hazard Management Ordinance are available for \$10.00 at:

Santa Cruz County  
Flood Control District  
And  
Floodplain Administration  
County Complex, Ste. 117  
2150 North Congress Drive  
Nogales, AZ 85621

Phone: (520) 375-7830  
Fax: (520) 761-7930  
TDD: (520) 761-7816



SANTA CRUZ COUNTY  
FLOODCONTROL DISTRICT  
AND  
FLOODPLAIN ADMINISTRATION  
PUBLIC INFORMATION SERIES

# HOW TO OBTAIN A FLOODPLAIN USE PERMIT



## WHAT IS THE FLOODPLAIN?

- The floodplain is any area covered by water during or after storm runoff. Santa Cruz County regulates the portion of the floodplain that would be covered by discharges of 1% probability (the 100-year flood).

## WHAT IS A FLOODPLAIN USE PERMIT?

- A floodplain use permit is an official document, which authorizes specific activity within the regulatory floodplain and/or erosion hazard area.
- Regulated activities include any improvements, temporary construction, fencing, drainage alterations, and/or erosion protection along any wash with a base flood (one percent probability) discharge greater than 50 cubic feet per second (cfs).

## WHY DO WE NEED FLOODPLAIN USE PERMITS?

- Floodplain permitting helps to keep homes and buildings flood free.
- Irresponsible use of floodplain and erosion hazard areas can lead to extensive damage to downstream or upstream property.
- Floodplain areas are often critical wildlife and vegetative habitats and need to be protected.
- Santa Cruz County's groundwater supply is recharged in floodplains.
- A floodplain use permit is required before building permits can be issued.

## WHO NEEDS A FLOODPLAIN USE PERMIT?

- Any party planning to alter the natural flow of water, any channel, or to construct within any floodplain area or erosion hazard setback in the unincorporated area of Santa Cruz County.
- The Floodplain Administrator may approve work without a permit if all proposed construction/development is outside the floodplain and/or erosion hazard areas.

## WHAT ARE THE STEPS REQUIRED TO OBTAIN A FLOODPLAIN USE PERMIT?

### Prepare And Submit Required Documents

- Application form
- Plot plain as illustrated on the next page.
- A copy of the **recorded** Deed, or a legal description and a current Title Report.

### Review Of Plans And Information

- Allow 10 working days after submittal of all required information for review and preparation of legal documents
- Additional information may be required at this time
- A revised site plan may be required if the proposed is not acceptable.

### Signing Of Covenants, Conditions, And Restrictions

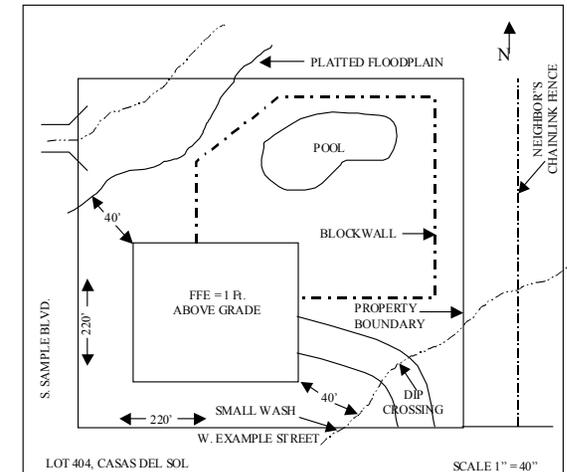
- Must be signed by the **current** property owner of record.

### Floodplain Use Permit Issued

### Certified Elevation Certificate (if required) returned to the Flood Control District Office.

## WHAT INFORMATION IS REQUIRED ON A SITE PLAN?

### IDEAL SITE PLAN



### SITE PLAN INFORMATION CHECKLIST:

- Legal description
- North arrow
- Scale of the drawing
- Location of washes and direction of flow
- Platted floodplain limits
- FEMA Floodplain Boundaries
- Location of proposed buildings
- Location of existing buildings
- Location of septic (if needed)
- Location & type of fencing
- Location of pool
- Location & extent of Riparian Habitat
- Driveway
- Location & size of culverts
- Fences or buildings on adjacent property
- Street names
- Erosion setback to washes
- Lowest floor elevation of structures
- Type of wash crossing (if any)
- Topography
- Grading limits (required for grading review and riparian habitat areas)