How can I obtain a Floodplain Use Permit?

• An application must be completed and sent to:
  Pima County Regional Flood Control District
  Floodplain Management Division
  201 N. Stone Ave., 9th Floor Tucson, AZ 85701
  (520) 724-4600

  You may apply in person or by mail

Are there any fees involved?

• There is no charge for a Floodplain Use Permit.

• You may incur costs associated with plan preparation or engineering, if required.

May I apply for other permits at the same time?

• Most activities that require a Floodplain Use Permit also require a Development Services Activity Permit.

  In these cases, the District requires that the application be accompanied by an original Zoning approved Activity Sheet and a Site Plan, drawn to scale.

You can begin the Development Services permit at the Development Service Office at 201 N. Stone Ave., 1st Floor.

• Please review the District submittal guidelines for minimum site plan requirements.

Copies of the current Pima County Floodplain and Erosion Hazard Management Ordinance are on our website or are available for $10.00 at:

www.pima.gov/floodcontrol
What is a regulatory floodplain?
- A regulatory floodplain is any area within a water-course that is inundated by water resulting from a 100-year storm event.
- Watercourses (washes) with a peak discharge greater than 100 cubic feet per second are considered regulatory floodplains and are subject to the provisions of the Floodplain Ordinance.
- With sheet flow floodplains, Pima County regulates flood depth greater than six inches during the 100-year flood. If the land area which contributes runoff to the wash is larger than 20 acres it probably has a regulatory floodplain.

What is a Floodplain Use Permit?
- A floodplain use permit is an official document which authorizes specific activity within a regulatory floodplain, riparian habitat and/or erosion hazard area.
- Regulated activities include any improvements, grading, temporary construction, fencing, drainage alterations, and/or erosion protection.

Why are Floodplain Use Permits necessary?
- Floodplain permitting helps keep homes and buildings flood free and are required before building permits can be issued.
- Inappropriate uses within floodplain and erosion hazard areas can lead to extensive damage to adjacent properties.
- Floodplain areas are often critical wildlife and vegetative habitats and need to be protected.
- Tucson’s groundwater is recharged in floodplains.

Who needs a Floodplain Use Permit?
- Any person who is planning any development on a property within a floodplain, erosion hazard setback or riparian area in the unincorporated areas of Pima County.

What are the steps required to obtain a Floodplain Use Permit?

1. **PREPARE & SUBMIT REQUIRED DOCUMENTS**
   - A. Green application form.
   - B. Plot plan as illustrated on next page.
   - C. A copy of the RECORDED deed.

2. **REVIEW OF PLANS & INFORMATION**
   - A. Allow a minimum of 15 working days after submittal of all required information for review and preparation of the permit or any other legal documents.
   - B. Additional information may be required at this time.
   - C. A revised site plan may be required if the proposed plan is not acceptable.

3. **SIGNING OF COVENANTS, CONDITIONS & RESTRICTIONS**
   - A. Must be signed by current property owner.

4. **FLOODPLAIN USE PERMIT ISSUED**

5. **CERTIFIED ELEVATION CERTIFICATE (if required) RETURNED TO FLOODPLAIN MANAGEMENT OFFICE**

Information required on a site plan:
- Drawn to a measurable scale
- Legal description/tax code
- North arrow and scale of the drawing
- Location of washes and direction of flow
- Platted floodplain limits
- Location of any proposed improvements
- Location of all existing improvements
- Location of septic system, if proposed
- Location and type of fencing
- Location of pool
- Location of driveway
- Location and size of culverts
- Fences or buildings on adjacent property
- Street names
- Erosion setback to washes
- Lowest finished floor elevation of structures
- Method of elevation for structures
- Type of wash crossing, if any
- Grading limits
- FEMA floodplain boundaries (optional)
- Topography (optional)