



SUBMITTAL REQUIREMENTS: FLOODPLAIN DEVELOPMENT PERMIT

General Explanation:

The Floodplain Hazard Areas are established to promote public health, safety, and general welfare and to minimize public and private losses due to flood conditions in specific areas.

A Floodplain Development Permit is required before construction or development begins within any Special Flood Hazard Area (SFHA), regulatory floodplain, or a project whose limits extend to within 25 feet of a SFHA. Permits are required to ensure that proposed development projects meet the requirements of the NFIP and §97 of the Frisco Town Code. The permit review may be consolidated with other development applications as appropriate.

General Provisions:

1. No work of any kind may start within the floodplain until a permit is issued.
2. The permit may be revoked if any false statements are made on the application.
3. If revoked, all work must cease until the permit is re-issued.
4. Development shall not be used or occupied until a Certificate of Compliance is issued.
5. This permit will expire if no work commences within six (6) months of issuance.
6. Other permits may be required to fulfill local, state, and federal regulatory requirements.
7. By submitting the Floodplain Development Permit application online, the applicant hereby gives consent to the local administrator or their representative to make reasonable inspections required to verify compliance.

HOW TO APPLY FOR PERMIT:

1. **Request your [CommunityCore](#) login: Email TOFPermits@townoffrisco.com with your name, email, phone number, and address.** Community Development staff will send you an activation link that must be clicked within 5 days to set up your account. Once your account is set up, you can submit your planning application (see step 2).
2. **Submit your planning permit application through [CommunityCore](#) and upload all pertinent documents in PDF format.**

Community development staff will email you when fees are assessed.

Review the below submittal requirements for applicable plans and documents which shall be submitted online with the Floodplain Development Permit application. Before submitting online, ensure you have all of the below information.

1. General Application Information

- A. Project street address, lot number, or legal description.
- B. Owner Name/Address
- C. Applicant Name/Address
- D. Project Description – Development activities and structure type.

Activity:

- | | | |
|--|-------------------------------------|--------------------------------------|
| ☐ New Structure | ☐ Alteration | ☐ Demolition |
| ☐ Addition | ☐ Relocation | ☐ Replacement |

- | | | |
|-------------------------------------|---|--|
| ☐ Clearing | Structural Development | Construction |
| ☐ Fill | checked above) | ☐ Subdivision (new or |
| ☐ Mining | ☐ Watercourse Alteration | expansion) |
| ☐ Drilling | (including dredging and | ☐ Individual Water or Sewer |
| ☐ Grading | channel stabilization) | System |
| ☐ Utility | ☐ Drainage Improvements | ☐ Other (Specify) |
| ☐ Excavation | (including culvert work) | |
| (except for | ☐ Road, Street or Bridge | |

Structure Type:

- ☐ Residential (1-4 Family)
- ☐ Residential (More than 4 Family)
- ☐ Non-residential (Floodproofing)
- ☐ Combined Use (Residential & Commercial)

2. **Property Owner Consent:** If the applicant is not the owner of the property, a statement by the owner consenting to this application must be submitted.
3. **Application Fee** (major revisions to the original submittal may require additional fees)
 - o \$250.00 – Minor Floodplain Development Permit Fee (non-refundable fee submitted with the application)
 - o \$500.00 – Major Floodplain Development Permit Fee (non-refundable fee submitted with the application)
4. **Project Drawings:** An application for a Floodplain Development Permit shall include a site plan drawn to scale showing the location, dimensions, and elevation of proposed site alterations, existing and proposed structures, including the placement of manufactured homes, and the location of the foregoing in relation to the Special Flood Hazard Area. Where base flood elevations (BFEs) are provided, these elevations shall be used to plot the extents of the floodplain on the project site plan and survey. Please refer to §97 for a complete list of requirements and procedures regarding floodplain development. Additionally, the following information is required where applicable:
 - A. Elevation (in relation to mean sea level), of the lowest floor (including basement) of all new and substantially improved structures;
 - B. BFE elevations, floodway boundary, and other SFHA boundaries;
 - C. Elevation in relation to mean sea level to which any non-residential structure shall be floodproofed;
 - D. A certificate from a registered Colorado Professional Engineer or architect that the nonresidential floodproofed structure shall meet the floodproofing criteria of [Section 97-13\(B\)](#);
 - E. Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development;
 - F. Maintain a record of all such information in accordance with [Section 97-7\(B\)](#).

Additional submittals, including a no-rise certificate, elevation certificate, CLOMR, ACOE 404 permit, or other documents, may be required by the Floodplain Administrator.

Approval or denial of a Floodplain Development Permit by the Floodplain Administrator shall be based on all of the provisions of §97 of the Frisco Town Code and the following relevant factors:

- A. The danger to life and property due to flooding or erosion damage;
- B. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
- C. The danger that materials may be swept onto other lands to the injury of others;
- D. The compatibility of the proposed use with existing and anticipated development;
- E. The safety of access to the property in times of flood for ordinary and emergency vehicles;
- F. The costs of providing governmental services during and after flood conditions including maintenance and repair of streets and bridges, and public utilities and facilities such as sewer, gas, electrical and water systems;
- G. The expected heights, velocity, duration, rate of rise and sediment transport of the flood waters and the effects of wave action, if applicable, expected at the site;
- H. The necessity to the facility of a waterfront location, where applicable;
- I. The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use;
- J. The relationship of the proposed use to the comprehensive plan for that area.

Additional information on regulatory floodplains can be found at the FEMA Map Service Center (MSC), currently located at <https://msc.fema.gov/portal/home>.