



## Flood Plain Development Permit Application

\$100.00 Fee

Refer to Section 5. Administration, subsection B. Permit Procedures, on page 8 of the Sheridan County Rules and Regulations Governing Flood Plain Management for details on completing the application process and the Elevation Certificate. (PLEASE PRINT)

**Owner's name:** \_\_\_\_\_  
*(If more than one, please provide names and contact info for all owners on separate sheet)*

Owner's mailing address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

### Property for which the Flood Plain Development Permit is requested and proposed activity:

Legal Description (*include subdivision name, block, lot or if metes & bounds description list section, township and range*): \_\_\_\_\_

Address of site: \_\_\_\_\_

Proposed activity: \_\_\_\_\_

Estimated Cost: \_\_\_\_\_

### Required Supporting Documentation and Information to accompany application:

#### Application Stage:

1. **\$100.00** non-refundable fee
2. Plans in duplicate drawn to scale with elevations of the project area and the nature, location, dimensions of existing and proposed structures, earthen fill placement, storage of materials or equipment and drainage facilities;
3. Elevation (NAVD 88) of the lowest floor level, including crawl spaces or basement, of all proposed structures;
4. Base Flood Elevation (BFE); including method and support documentation used to establish BFE;
5. Elevation to which any non-residential structure will be flood-proofed;
6. Design certification from a registered professional engineer or architect that any proposed non-residential flood-proofed structure will meet the flood-proofing criteria in section 6B. of the Rules and Regulations;
7. Description of the extent to which any watercourse will be altered or relocated as a result of a proposed development.

**Construction Stage/Elevation Certification:**

1. For all new construction and substantial improvements, the permit holder shall provide to the Flood Plain Administrator an as-built certification (Elevation Certificate) of the floor elevation or flood-proofing level, using appropriate FEMA elevation or flood-proofing certificate, immediately after the lowest floor of the flood-proofing is completed.
2. When flood-proofing is used for non-residential structures, the certification shall be prepared by or under the direct supervision of a professional engineer, architect, or professional surveyor certified by same.
3. The Flood Plain Development Permit shall be conditional upon the commencement of the work within one year. The permit shall expire one year after issuance unless the permitted activity has been substantially begun and thereafter is pursued to completion.

Person completing application (If other than owner): \_\_\_\_\_

Print Name

Signature

Owner

Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

Owner

Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

→ Property owners must sign application unless person signing on behalf of owner has power of attorney

→ In submitting this application, you are consenting to allow County Public Works staff access to your property for review and inspection purposes relative to this application.

**The following is to be completed by the Flood Plain Administrator:**

Date application was reviewed: \_\_\_\_\_

By: \_\_\_\_\_

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Action:

\_\_\_\_\_ The proposed development is in compliance with the Rules and Regulations Governing Flood Plain Management. Permit is Approved.

\_\_\_\_\_ The proposed development is not in compliance with the Rules and Regulations Governing Flood Plain Management. Permit is Denied.

Reason for denial:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Elevation Certificate provided \_\_\_\_\_  
Date

\_\_\_\_\_ Flood-proofing Certification provided \_\_\_\_\_  
Date

\_\_\_\_\_  
Sheridan County Flood Plain Administrator

\_\_\_\_\_  
Date

**SHERIDAN COUNTY, WYOMING**

**Rules and Regulations Governing Flood Plain Management**

**FLOODWAY-NO RISE CERTIFICATE**

This is to certify that I \_\_\_\_\_ (Name) am a duly qualified registered professional engineer licensed to practice in the State of Wyoming.

It is further to certify that the attached technical data supports the fact that \_\_\_\_\_ (Name of Development) will not impact the 100-year flood elevations, floodway elevations, or floodway widths on \_\_\_\_\_ (Name of Stream) at published sections in the Flood Insurance Study for Sheridan County, Wyoming dated \_\_\_\_\_ (Study Date) and will not impact the 100-year flood elevations, floodway elevations, or flood-way widths at unpublished cross-sections in the vicinity of the proposed development.

Reference Section 6F. Floodways Standards, found on page 12, of Sheridan County's Rules and Regulations Governing Flood Plain Management.

Attached are the following documents that support my findings:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Seal: