



# MASTER ADMINISTRATIVE REVIEW APPLICATION

GEM COUNTY DEVELOPMENT SERVICES DEPARTMENT

109 SOUTH MCKINLEY, EMMETT, IDAHO 83617 WWW.GEMCOUNTY.ORG PHONE: (208) 365-5144

TYPE OF APPLICATION: (PLEASE CHECK ALL THAT APPLY.)

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> ALTERNATIVE COMPLIANCE (LANDSCAPE PLAN)               | <input checked="" type="checkbox"/> FLOODPLAIN DEVELOPMENT PERMIT | <input type="checkbox"/> SIGN PERMIT               |
| <input type="checkbox"/> CERTIFICATE OF ZONING COMPLIANCE                      | <input type="checkbox"/> PLAT TIME EXTENSION                      | <input type="checkbox"/> SUBDIVISION, FINAL        |
| <input type="checkbox"/> CERTIFICATE OF ZONING COMPLIANCE<br>W/ PRIOR APPROVAL | <input type="checkbox"/> PRIVATE ROAD APPLICATION                 | <input type="checkbox"/> SUBDIVISION, MINOR        |
| <input type="checkbox"/> DIRECTOR DETERMINATION                                | <input type="checkbox"/> PROPERTY BOUNDARY ADJUSTMENT             | <input type="checkbox"/> TEMPORARY HARDSHIP PERMIT |
| <input type="checkbox"/> DESIGN REVIEW ADMINISTRATOR APPROVAL                  | <input type="checkbox"/> SECONDARY DWELLING SITE PLAN             | <input type="checkbox"/> TEMPORARY USE PERMIT      |

PROJECT NAME: \_\_\_\_\_

## SITE INFORMATION:

(This information can be found on the Assessor's property information assessment sheet.)

Quarter: \_\_\_\_\_ Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_ Total Acres: \_\_\_\_\_

Subdivision Name (if applicable): \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_

Site Address: \_\_\_\_\_ City: \_\_\_\_\_

Tax Parcel Number(s): \_\_\_\_\_ Current Zoning: \_\_\_\_\_ Current Land Use: \_\_\_\_\_

## PROPERTY OWNER:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

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

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

I consent to this application and allow Development Services staff to enter the property for site inspections related to this application.

## APPLICANT:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

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

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

I certify that the information in this application is correct to the best of my knowledge.

Signature: (Owner)

Date

Signature: (Applicant)

Date

## OFFICE USE ONLY

File No.:

Received By:

Date:

Fee:

Receipt No:



## Floodplain Development Permit Application for Gem County

GEM COUNTY DEVELOPMENT SERVICES

109 South McKinley, Emmett, Idaho 83617 Phone: (208) 365-5144

WWW.GEMCOUNTY.ORG

**If your project is in a floodway or if fill material is being generated on site below the ordinary high-water mark, please submit the attached "No-Rise" form**

### PROJECT LOCATION

Project Address: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_

### OWNER/APPLICANT INFORMATION

Property Owner or Applicant: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Signature of Property Owner or Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

### PROJECT DETAILS

#### Type of Structure (select all that apply)

- ☐ Residential (1 to 4 families)
- ☐ Residential (More than 4 families)
- ☐ Non-Residential
- ☐ Elevated
- ☐ Floodproofed
- ☐ Combined Use (Residential & Non-Residential)
- ☐ Manufactured Home
- ☐ Located within a Manufactured Home Park
- ☐ Located outside a Manufactured Home Park

#### Type of Structural Activity (select all that apply)

- ☐ New Structure
- ☐ Addition to Existing Structure\*
- ☐ Alteration of Existing Structure\*
- ☐ Relocation of Existing Structure \*\*
- ☐ Demolition of Existing Structure
- ☐ Replacement of Existing Structure

#### Other Development Activities (select all that apply)

- ☐ Excavation (not related to a structural development)
- ☐ Clearing
- ☐ Placement of Fill Material
- ☐ Grading
- ☐ Mining
- ☐ Drilling
- ☐ Dredging
- ☐ Watercourse alteration
- ☐ Drainage improvement (including culvert work)
- ☐ Individual water or sewer system (not included to a structural development listed above)
- ☐ Roadway or bridge construction
- ☐ Specify other development not listed above:

### \* Substantial Improvement

If the value of an addition or alteration to a structure equals or exceeds 50% of the value of the structure before the addition or alteration, the entire structure must be treated as a substantially improved structure.

### Substantial Improvement Evaluation:

Cost of Improvement (a): \$\_\_\_\_\_ Market Value of the Building (b): \$\_\_\_\_\_

Percent of Value Change (a/b): \_\_\_\_\_%

*Disclaimer: Substantial Improvement Evaluation must be supported by project cost documentation and approved market evaluation. Attach supporting documentation.*

### \*\* Relocation or Replacement

A relocated structure or a structure being replaced must be treated as new construction.

### Application Submittals:

**Fee: \$125.00**

Attach the following information, where applicable to the proposed work:

- a. A narrative explanation of the work to be undertaken within the Area of Special Flood Hazard, including a description of the extent to which any watercourse will be altered or relocated.
- b. A certified site plan drawn to scale of the development by a registered land surveyor or professional engineer, including any filling and any watercourse or drainage way alteration. The site plan shall depict the nature, location, dimensions, and elevations of the areas of development/disturbance; existing and proposed structures, utility systems, grading/paving areas, fill materials, storage areas, drainage facilities, and other development. The boundary of the Special Flood Hazard Areas as delineated on the FIRM or other flood map as determined in 13-3-2 shall be shown along with the flood zone designation. The boundary of the floodway or flood fringe area and the Base Flood Elevation as determined in 13-3-2 shall be shown.
- c. Other items requested by the Administrator in order to make a determination of the proposed work.

The following information is required for all development: (1) Mean sea level (MSL) elevation of the lowest floor (including basement) of all structures; (2) MSL elevation to which any proposed structure will be flood proofed; (3) elevation in relation to mean sea level to which any proposed utility systems will be elevated or flood proofed and (4) certification by a registered professional engineer or architect that the flood proofing method meets the community flood proofing criteria.

## FLOOD INFORMATION

1. The proposed development is located on FIRM map panel: \_\_\_\_\_ (number and suffix)
2. Effective date on the FIRM: \_\_\_\_\_
3. The proposed development is located in Zone \_\_\_\_\_ of the SFHA.
4. Is the proposed development located within the regulatory floodway: ☐ No ☐ Yes
5. Is the fill material generated from the parcel above the ordinary high water mark: ☐ No ☐ Yes

**Attach Completed H&H Analysis for a No-Rise Certificate**

## STRUCTURAL DEVELOPMENT

For structures, the provisions of the flood ordinance specify that the lowest floor, including utilities, be elevated to or above the flood protection elevation.

The Flood Protection Elevation (FPE) for the proposed development is: \_\_\_\_\_

Base Flood Elevation (BFE): \_\_\_\_\_

Source of Base Flood Elevation(BFE) (select one): ☐ FIRM ☐ FIS ☐ other: \_\_\_\_\_

## REQUIRED DOCUMENTS

The following documents *are* required:

- ☐ An Elevation Certificate \*
- ☐ Site Plan (Showing location of SFHA and development)

The following documents *may be* required:

- ☐ Floodproofing Certificate \* – required if floodproofing a non-residential structure
- ☐ A No-Rise Certificate \* – if any of the proposed development is in a “regulatory floodway” or if fill material is being generated on site below the ordinary high-water mark
- ☐ An elevation study showing BFEs on developments/ subdivisions exceeding 50 lots or 5 acres in Zone A

\*Certificates require completion by a Professional Land Surveyor or Registered Professional Engineer as indicated.

## PERMIT DETERMINATION

I have determined that the proposed development ☐ IS ☐ IS NOT (non-conformance described in separate document) in conformance with the local Flood Damage Prevention Ordinance.

The Floodplain Development Permit ☐ IS ☐ IS NOT (denials are described in separate document) issued subject to any conditions attached to and made part of this permit.

\_\_\_\_\_  
Signature of Gem County Floodplain Administrator

\_\_\_\_\_  
Date

GEM COUNTY, ID

***ENGINEERING "NO-RISE" CERTIFICATION***

This is to certify that I am a duly qualified engineer licensed to practice in  
the State of \_\_\_\_\_.

It is to further certify that the attached technical data supports the fact that the  
proposed \_\_\_\_\_ will  
(Name of Development)

not impact the 100-year flood elevations, floodway elevations and floodway  
widths on \_\_\_\_\_ at published sections  
(Name of Stream)

in the Flood Insurance Study for \_\_\_\_\_,  
(Name of Community)  
dated \_\_\_\_\_ and will not impact the 100-year flood  
elevations, floodway elevations, and floodway widths at unpublished  
cross-sections in the vicinity of the proposed development.

Attached are the flowing documents that support my findings:

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

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

Seal:

\_\_\_\_\_  
(Address)