

# PARK COUNTY FLOODPLAIN HAZARD MANAGEMENT REGULATIONS

Effective XXXXXXXXXXXX

Adoption Date XXXXXXXXXXXXXXXX

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## **SECTION 1. TITLE, PURPOSE, AUTHORITY AND GENERAL PROVISIONS**

### **1.1 TITLE**

These regulations are known and may be cited as the “*Park County Flood Hazard Management Regulations*”, hereinafter referred to as “Regulations.”

### **1.2 STATUTORY AUTHORITY**

1. Floodplain and Floodway Management is incorporated in Montana Code Annotated (MCA) Title 76, Chapter 5 and describes the authority, procedures and minimum standards for local regulations and is further described in Montana Administrative Rule (ARM) 36, Chapter 15.
2. The authority to regulate development in specifically identified regulated flood hazard areas is granted under Section 76-5-301, MCA.
3. Regulated Flood Hazard Areas specifically adopted herein as Regulated Flood Hazard Areas have been delineated and designated by the Department of Natural Resources and Conservation (DNRC) and or the Federal Emergency Management Agency (FEMA) pursuant to Section 76-5-201, MCA.
4. Other authority for municipalities and counties to adopt floodplain hazard mitigation regulations is granted pursuant to Sections 76-5-101 through 76-5-406, MCA.

### **1.3 FINDINGS OF FACT**

1. Flood hazard areas specifically adopted herein as Regulated Flood Hazard Areas have been delineated and designated by order or determination of the DNRC pursuant to Section 76-5-201, MCA, et.seq.
2. These Regulations have been reviewed by DNRC and FEMA. DNRC has found these Regulations acceptable in meeting the DNRC’s minimum standards. The FEMA found that these Regulations are adequate and consistent with the comprehensive criteria for land management and use pursuant to the standards established in 44 CFR 60.3.

### **1.4 PURPOSE**

The purpose of these Regulations is to promote public health, safety and general welfare of the residents and minimize public and private losses due to flood conditions in Regulated Flood Hazard Areas. These Regulations are intended to:

1. Protect human life and health;
2. Minimize expenditure of public money for costly Flood control projects;
3. Minimize the need for rescue and relief efforts associated with Flooding and generally undertaken at the expense of the general public;

4. Minimize prolonged business and public service interruptions;
5. Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges;
6. Help maintain a stable tax base by providing for the sound use and development of Flood-prone areas in such a manner as to minimize future Flood disruptions; and to
7. Ensure compliance with the minimum standards for the continued participation in the National Flood Insurance Program for the benefit of Park County (County) residents.

### **1.5 METHODS TO REDUCE LOSSES**

In accordance with Section 76-5-102, MCA, these Regulations are intended to reduce Flood losses through the following methods:

1. Restrict or prohibit uses that are dangerous to health, safety or property in times of Flooding or that may cause excessive increases in Flood heights or velocities;
2. Require that uses of land vulnerable to Floods, including public facilities, be developed or constructed to at least minimum standards or to otherwise minimize Flood damage;
3. Regulate the alteration of natural Floodplains, stream channels, and natural protective barriers which are needed to accommodate floodwaters;
4. Regulate filling, grading, dredging and other development which may increase Flood damage;
5. Prevent or regulate the construction of Flood barriers which will impact other land, Flood water depth or velocity of floodwaters;
6. Distinguish between the land use regulations applied to the floodway within the Regulated Flood Hazard Area and those applied to that portion of the Regulated Flood Hazard Area not contained in the Floodway;
7. Apply more restrictive land use regulations within the Floodway of the Regulated Flood Hazard Area; and
8. Ensure that regulations and minimum standards balance the greatest public good with the least private injury.

### **1.6 REGULATED JURISDICTIONAL AREA**

These Regulations apply only to the flood hazard areas specifically adopted herein as Regulated Flood Hazard Areas which are more fully and specifically described in Section 4. Requirements and approvals for alterations to the Regulated Flood Hazard Area are set forth in Section 4. The Regulated Flood Hazard Area includes areas specifically identified, labeled and illustrated on maps such as Floodplain, Floodway, or Flood Fringe that have differing permissible uses and minimum building standards. The Regulated Flood Hazard Area is the geographic area inundated by the Flood of 100-year Frequency illustrated and depicted in the referenced studies and maps.

The Regulated Flood Hazard Area supporting study and maps illustrating the regulatory area are based on studies and maps that have been specifically adopted pursuant to 76-5-201 MCA, et.seq. The maps and accompanying study become the Regulated Flood Hazard Area only when

formally adopted by DNRC and subsequently by the political subdivision by these Regulations. The original source of studies and data may be from a Flood Insurance Study by FEMA, or other studies by Corps of Engineers, Soil Conservation, United States Geological Service or other federal or state agency.

### **1.7 FLOODPLAIN ADMINISTRATOR**

A Floodplain Administrator is hereby officially appointed and is the responsibility of the department of Environmental Health. The Floodplain Administrator's duties are to administer and implement the provisions of these Regulations. The Floodplain Administrator must serve to meet and maintain the commitments pursuant to 44 CFR 59.22(a) to FEMA to remain eligible for National Flood Insurance for individuals and business within the Park County.

**1.8 COMPLIANCE** Development, New Construction, Alteration or Substantial Improvement may not commence without full compliance with the provisions of these Regulations.

### **1.9 ABROGATION AND GREATER RESPONSIBILITY**

It is not intended by these Regulations to repeal, abrogate, or impair any existing easements, covenants, deed restrictions, zoning or other regulations in effect. However, where these Regulations impose greater restrictions, the provision of these Regulations must prevail.

### **1.10 REGULATION INTERPRETATION**

In the interpretation and application of these Regulations, all provisions shall be: (1) considered as minimum requirements; (2) liberally construed in favor of the governing body; and (3) deemed neither to limit nor repeal any other powers granted under state statutes.

### **1.11 WARNING AND DISCLAIMER OF LIABILITY**

These Regulations do not imply that land outside the Regulated Flood Hazard Areas or uses permitted within such areas will be free from Flooding or Flood damages. These Regulations shall not create liability on the part of Park County or any official or employee thereof for any Flood damages that result from reliance on these Regulations or any administrative decision lawfully made hereunder.

### **1.12 SEVERABILITY**

If any section, clause, sentence, or phrase of these Regulations is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding will in no way affect the validity of the remaining portions of these Regulations.

### **1.13 DISCLOSURE PROVISION**

All property owners or their agents in the Regulated Flood Hazard Areas shall notify potential buyers or their agents that such property, including any permitted uses transferred, is located within the Regulated Flood Hazard Area and is subject to regulation and any permitted uses that are transferred. Information regarding the Regulated Flood Hazard Area and the repository for Floodplain maps is available in the Park County Environmental Health, and also available on the County website.

### **1.14 AMENDMENT OF REGULATIONS**

The County will hold a public hearing on any amendments to these Regulations and shall give public notice of its intent to amend these Regulations and of the public hearing by publication of notices of the time and place of the hearing in a newspaper of general circulation in the county not less than 15 or more than 30 days prior to the hearing. The amendments must be found adequate and acceptable by DNRC and FEMA to be effective and must be submitted for review at least 30 days prior to official adoption.

### **1.15 PUBLIC RECORDS**

Records, including permits and applications, elevation and flood proofing certificates, certificates of compliance, fee receipts, and other matters relating to these Regulations must be maintained by the Floodplain Administrator and are public records and must be made available for inspection and for copies upon reasonable request. A reasonable copying cost for copying documents for members of the public may be charged and may require payments of the costs before providing the copies.

### **1.16 SUBDIVISION REVIEW**

Within Regulated Flood Hazard Areas, applicants shall submit subdivision applications, condominiums, planned unit developments, manufactured home parks and other applicable development proposals to the County Planning Department. All subdivision proposals shall be reviewed under the current County subdivision regulations, the Montana Subdivision and Platting Act, and the Montana Sanitation in Subdivisions Act.

In addition any development subject to the County's Subdivision Regulations located in the Regulated Flood Hazard Area shall submit the proposal to the Floodplain Administrator ensuring such proposals, including utilities, will be reasonably safe from Flooding.

Within the Regulated Flood Hazard Area, subdivisions including new or expansion of existing manufactured home parks, must be designed to meet the following criteria:

1. The Base Flood Elevations and boundary of the Regulated Flood Hazard Area must be determined and considered during lot layout and building location design;
2. Locations for future structures and development must be reasonably safe from Flooding;
3. Adequate surface water drainage must be provided to reduce exposure to Flood hazards;
4. Public utilities and facilities such as sewer, gas, electrical and water systems must be located and constructed to minimize or eliminate flood damage; and
5. Floodplain permits must be obtained according to these Regulations before Development occurs that is within the Regulated Flood Hazard Area.

### **1.17 DISASTER RECOVERY**

In the event of a natural or man-made disaster, the Floodplain Administrator should participate in the coordination of assistance and provide information to structure owners concerning Hazard Mitigation and Recovery measures with the FEMA, Montana Disaster Emergency Services, DNRC, and other state, local and private emergency service organizations.

Upon completion of cursory street view structure condition survey within the Regulated Flood Hazard Area, the Floodplain Administrator shall notify owners that a permit may be necessary for an Alteration or Substantial Improvement before repair or reconstruction commences on damaged Structures because of damages caused by natural or man-made disasters such as Floods, fires or winds.

Owners should be advised that Structures that have suffered Substantial Damage and will undergo Substantial Improvements require a Floodplain application and permit and must be upgraded to meet the minimum building standards herein during repair or reconstruction.

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## SECTION 2. DEFINITIONS

Unless specifically defined below, words or phrases used in these regulations shall be interpreted as to give them the meaning they have in common usage and the most reasonable application.

For the purpose of these regulations, the following definitions are adopted:

**100-year Flood** – One percent (1%) annual chance of flooding. See Base Flood.

**Act**-Montana Floodplain and Floodway Management Act, Sections 76-5-101 through 406 MCA.

**Adjacent Landowner**—An Owner of property who’s property shares a common boundary with the property in which an Application under these Regulations has been submitted. For purposes of these Regulations an Adjacent Landowner also includes property that has a common boundary across a water course, road or right-of-way.

**Alteration** – Any change or addition to an Artificial Obstruction that either increases its external dimensions or increases its potential flood hazard.

**Appeal**-A request for a review of the Floodplain Administrator’s order, decision to grant, condition or deny a Floodplain Permit, Variance, or interpretation of the Flood Hazard Area boundary which was made under the authority of these Regulations.

**Applicant**-The property owner, and/or their authorized agent, as listed on the Application form.

**Appurtenant Structure** – A Structure in which the use is incidental or accessory to the use of a principal Structure.

**Artificial Obstruction** – Any obstruction which is not natural and includes any development, dam, diversion, wall, riprap, embankment, levee, dike, pile, abutment, projection, revetment, excavation, channel rectification, road, bridge, conduit, culvert, Building, refuse, automobile body, fill or other analogous Structure or matter in, along, across, or projecting into any Regulated Flood Hazard Area that may impede, retard, or change the direction of the flow of water, either in itself or by catching or collecting debris carried by the water, or that is placed where the natural flow of the water would carry the same downstream to the damage or detriment of either life or property.

**Base Flood (Flood of 100 Year Frequency)** – A Flood having a one percent (1%) chance of being equaled or exceeded in any given year

**Base Flood Elevation (BFE)** – The elevation above sea level of the Base Flood in relation to the National Geodetic Vertical Datum of 1929 or the North American Vertical Datum of 1988 or unless otherwise specified.

**Basement** – Any area of a Building, except a crawl space, as having its Lowest Floor below ground level on all sides.

**Building** – A walled and roofed structure, including a gas or liquid storage tank that is principally above ground, as well as a manufactured home.

**Channel** – The geographical area within either the natural or artificial banks of a watercourse or drain way.

**Crawl Space** – An enclosure that has its interior floor area no more than 5 feet below the top of the next highest floor. See Enclosure and Sub Grade Crawlspace.

**DNRC** – Montana Department of Natural Resources and Conservation

**Development** – Any man-made change to improved or unimproved real estate, including but not limited to Buildings, Structures, mining, dredging, filling, grading, paving, excavation or drilling operations, storage of equipment, materials, or Artificial Obstruction.

**Elevated Building** – A Building that has no Basement and that has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, piers, pilings or columns. A Building on a Crawl Space is considered an Elevated Building.

**Emergency-** 'Emergency actions' include, but are not limited to:

- (a) projects undertaken and carried out by a person or other entity to repair or restore property or facilities damaged or destroyed as a result of a disaster when a disaster has been declared by the governor or other appropriate government entity;
- (b) emergency repairs to public service facilities necessary to maintain and provide services; and
- (c) projects, whether public or private, undertaken to prevent or mitigate immediate threats to public health, safety, welfare, or the environment.

Emergency activities require Floodplain Administrator notification and authorization. See Section 11.

**Enclosure** – That portion below the lowest elevated floor of an Elevated Building that is either partially or fully shut in by rigid walls including a Crawl Space, Sub Grade Crawl Space, stairwell, elevator or a garage below or attached.

**Encroachment** – Activities or construction within the Regulated Flood Hazard Area including fill, New Construction, Substantial Improvements, and other Development.

**Encroachment Analysis** – A hydrologic and hydraulic analysis performed by an engineer to assess the effects of the proposed Artificial Obstruction or nonconforming use on Base Flood Elevation, Flood flows and Flood velocities.

**Establish** – To construct, place, insert, or excavate.

**Existing Artificial Obstruction or Nonconforming Use** – An artificial obstruction or nonconforming use that was established before land use regulations were adopted pursuant to Section 76-5-301(1)(2), MCA, and which are not otherwise exempt.

**FEMA** – Federal Emergency Management Agency

**Flood or Flooding** A general and temporary condition of partial or complete inundation of normally dry lands from the overflow of a stream, or the unusual and rapid accumulation or runoff of surface waters from any source.

**Flood Fringe** – The identified portion of the Floodplain of the Regulated Flood Hazard Area outside the limits of the Floodway.

**Flood of 100 Year Frequency (Base Flood)** – A flood magnitude expected to recur on the average of once every 100-years or a Flood magnitude that has a 1% chance of occurring in any given year.

**Floodplain** – The area of the Regulated Flood Hazard Area including and adjoining the watercourse or drainway that would be covered by the Floodwater of a Base Flood. The area is partitioned into a Flood Fringe and Floodway where specifically designated. See Regulated Flood Hazard Area.

**Floodway** – The identified portion of the Floodplain of the Regulated Flood Hazard Area that is the channel and the area adjoining the channel that is reasonably required to carry the discharge of the Base Flood without cumulatively increasing the water surface by more than one half foot.

**Floodplain Administrator** -An employee or agent designated by the Park County Commission to administer and enforce these Regulations.

**Flood Proofing** – Any combination of structural and non-structural additions, changes, or adjustments to Structures which reduce or eliminate Flood damage to real estate or improved real property, water and sanitary facilities, electrical, plumbing, HVAC systems, Structures and their contents. The term includes wet Flood proofing, dry Flood proofing and elevation of Structures.

**Letter of Map Change (LOMC)** – An official response from FEMA that amends or revises the FEMA Special Regulated Flood Hazard Area and FEMA Flood Insurance Study for Flood insurance purposes and/or flood risk hazard. FEMA Letters of Map Change specific to an amendment or revision include:

**Letter of Map Amendment (LOMA)** – A letter of determination from FEMA issued in response to a request that a property or Structure is not subject to the mandatory Flood insurance requirement because it was inadvertently located in the effective FEMA Special Regulated Flood Hazard Area. The material submitted and response from FEMA may be considered by the Floodplain Administrator for determining if a property or Structure is within the Regulated Flood Hazard Area and subject to these Regulations.

**Letter of Map Revision Based on Fill (LOMR-F)** – A letter of approval from FEMA removing the mandatory requirement for Flood insurance on property based on placement of fill or an addition. Placement of fill or an addition must be preceded by a permit pursuant to these Regulations. Placement of fill does not remove the development from the Regulated Flood Hazard Area or these Regulations.

**Letter of Map Revision (LOMR)** – An official FEMA amendment to the currently effective FEMA Flood Insurance Rate Map or FEMA Flood Boundary Map based on a physical change to the Floodplain of the Special Regulated Flood Hazard Area. It is issued by FEMA and changes Flood zones, delineations, and elevations on the FEMA Flood Insurance Rate Map or FEMA Flood Boundary Map and may amend the FEMA Flood Insurance Study. It must be preceded by an approved Alteration of the designated Floodplain from DNRC and subsequently an amendment to the Regulated Flood Hazard Area.

**Conditional Letter of Map Revision (CLOMR)** – A FEMA letter of approval for a proposed physical change that when completed would propose to change the Flood zones, delineation or elevations on the FEMA Flood Insurance Rate Map or FEMA Flood Boundary Map and may amend the FEMA Flood Insurance Study through a subsequent LOMR. The CLOMR may be considered in an evaluation by DNRC and the Floodplain Administrator during consideration of a proposed alteration to the Regulated Flood Hazard Area.

**Levee**-A man-made embankment, usually earthen, designed and constructed in accordance with sound engineering practices to contain, control, or divert the flow of water to provide protection from temporary Flooding.

**Levee system**-A Flood protection system that consists of a Levee, or Levees, and associated Structures, such as drainage and closure devices, which are constructed and operated in accordance with sound engineering practices.

**Lowest Floor Elevation**– Any floor of a Building including a Basement used for living purposes, storage, or recreation. This includes any floor that could be converted to such a use. -

**Manufactured Home Park** – Includes the construction of facilities for servicing the Manufactured Home lots and at a minimum includes the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads. A Manufactured Home Park can also be classified as Subdivisions.

**Manufactured or Mobile Home** – A Building that may be residential or non-residential, is transportable in one or more sections, built on a permanent chassis, and designed to be used with or without a permanent foundation when connected to the required utilities and includes, but not limited to park trailers, travel trailers, and other similar vehicles placed on a site for greater than 180 consecutive days.

**Maintenance**-To keep a Structure in good condition by checking and regular repairs to continue on the same state and condition.

**Mean Sea level**-The National Geodetic Vertical Datum (NGVD) of 1929 or other datum to which Base Flood Elevations are referenced.

**New Construction**-- Structures for which commencement of clearing, grading, filling, or excavating to prepare site for construction occurs on or after the effective date of these regulations and includes any subsequent improvements to such structures.

**New Manufactured Home Park Or Subdivision** – A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed includes at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads and is completed on or after the effective date of floodplain management regulations adopted by a community.

**Nonconforming Uses**—A use or Artificial Obstruction that was in existence prior to the adoption of these Regulations, but is not in compliance with these Regulations.

**Non-Residential**– Buildings including Manufactured Homes that are not Residential including commercial, agricultural, industrial Buildings and accessory Buildings. See Residential.

**Owner** – Any person who has dominion over, control of, or title to an Artificial Obstruction.

**Permit Issuing Authority**-Park County, Montana

**Person** – Includes any individual, or group of individuals, corporation, partnership, association or any other entity, including State and local governments and agencies.

**Recreational Vehicle** – A park trailer, travel trailer, or other similar vehicle which is (a) built on a single chassis; (b) 400 square feet or less when measured at the largest horizontal projections; (c) designed to be self-propelled or permanently towable by a motorized vehicle; and (d) designed primarily for use as temporary living quarters for recreation, camping, travel, or seasonal use, not for use as a permanent dwelling.

**Regulated Flood Hazard Area** – A Floodplain whose limits have been designated pursuant to Part 2, Chapter 5 of Title 76, MCA, and is determined to be the area adjoining the watercourse that would be covered by the Floodwater of a Base Flood. The Regulated Flood Hazard Area consists of the Floodway and Flood Fringe where specifically designated.

**Residential Building** – A dwelling or Building for living purposes or place of assembly or permanent use by human beings and including any mixed use of Residential and Non-Residential use. All other buildings are **Non-Residential**.

**Riprap** – Stone, rocks, concrete blocks, or analogous materials that are placed along the bed or banks of a watercourse or drainway for the purpose of preventing or alleviating erosion.

**Scour Depth** – The maximum depth of streambed scour caused by erosive forces of the Base Flood.

**Special Flood Hazard Area** – Land area which has been specifically identified by FEMA as the Floodplain within a community subject to a 1 percent or greater chance of Flooding in any given year. It is useful for the purposes of identifying flood hazards by local subdivisions of government for regulatory purposes as well as use by the National Flood Insurance Program for used to establishing risk zones and Flood insurance premium rates. The FEMA flood hazard area zone designation or flood risk potential is as illustrated on FEMA’s Flood Hazard Boundary Map or Flood Insurance Rate Map.

**Structure** – Any Artificial Obstruction located in the Regulated Flood Hazard Area.

**Sub Grade Crawl Space** – A Sub Grade Crawl Space foundation enclosure that has its interior floor no more than 5 feet below the top of the next higher floor and no more than 2 feet below the lowest adjacent grade on all sides. A foundation exceeding either dimension is a Basement.

**Subdivision**-- A division of land or land so divided that it creates one or more parcels containing less than 160 acres that cannot be described as a one-quarter aliquot part of a United States government section, exclusive of public roadways, in order that the title to the parcels may be sold or otherwise transferred and includes any resubdivision and a condominium. The term also means an area, regardless of its size, that provides or will provide multiple spaces for rent or lease on which recreational camping vehicles or mobile homes will be placed.

**Substantial Damage** – Damage of any origin sustained by a Structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed fifty percent (50%) of the market value of the Structure before the damage occurred.

**Substantial Improvement** – Any repair, reconstruction or improvement of a Structure where the cost equals or exceeds fifty percent (50%) of the market value of the Structure either before the improvement or repair is started or if the Structure has been damaged, and is being restored, before the damage occurred;

1. Substantial Improvement is considered to occur when the first construction of any wall, ceiling, floor or other structural part of the building commences;
2. The term does not include:
  1. Any project for improvement of a Structure to comply with existing state or local health, sanitary, or safety code specifications which are solely necessary to assure safe living conditions; or
  2. Any alteration of a Structure listed on the national register of historic places or state inventory of historic places.

**Suitable Fill** – Fill material which is stable, compacted, well graded, and pervious, not adversely affected by water and frost, devoid of trash or similar foreign matter, tree stumps, or other organic material; and is fitting for the purpose of supporting the intended use and/or permanent structure.

**Variance** – A grant or relief from the requirements of these Regulations which would permit construction in a manner that would otherwise be prohibited by these rules pursuant to Section 12.

**Violation** – A finding and order pursuant to the Regulations against the Owner or responsible party of the failure of a Structure or other development to be fully compliant with these Regulations.

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## SECTION 3. FORMS AND FEES

**3.1 Forms** The following forms may be required by the Floodplain Administrator:

- 1. Floodplain Permit Application Form** –The “Joint Application for Proposed Work in Montana’s Steams, Wetlands, Regulated Flood Hazard Areas, and Other Water Bodies”, or other designated Application . A completed FEMA MT-1 form may be required to accompany the Application when required by the Floodplain Administrator.
- 2. Floodplain Permit Compliance Report** --A report required to be submitted by the Applicant to the Floodplain Administrator once the permitted project in the Regulated Flood Hazard Area is completed or within the designated time stipulated on the Floodplain permit. A compliance report including an elevation and or flood proofing certificate may be required where specified for the purpose of documenting compliance with the requirements of the permit.
- 3. Floodplain Variance Application Form** An application for variance form, if applicable, is to be submitted by the Applicant to the Park County Floodplain Administrator for review of the proposed project prior to the initiation of the project as described in Section 12.
- 4. Floodplain Appeal Form**– A form submitted by the Applicant or an aggrieved party to initiate the appeal process described in Section 13.
- 5. Floodplain Emergency Notification Form**–A written notification form required pursuant to Section 11 of these Regulations.
- 6. Official Complaint Form** – A form that may be used by any person to notify the Floodplain Administrator of an activity taking place that appears to be noncompliant with the requirements of these Regulations. Persons may make complaints, in writing, without use of this form.
- 7. Floodplain Permit**---The document issued by the reviewing authority, after review of the application materials, that grants permission for the project, outlines the specifications for the project, and/or any other special conditions

### **3.2 Fees**

A reasonable application fee for processing of permit applications may be imposed. Fees may be adopted for costs of permit applications, notices, variances, inspections, certifications or other administrative actions required by these regulations. See Schedule A for fees.

## **SECTION 4. REGULATED FLOOD HAZARD AREA**

### **4.1 REGULATED FLOOD HAZARD AREAS**

1. The Regulated Flood Hazard Areas are the 100-year floodplains illustrated and referenced in the following specific studies and reports described as follows:
  - A. Regulated Flood Hazard Area includes the current effective Flood Insurance Study (FIS) and accompanying Flood Insurance Rate Maps (FIRMs) for Park County, Map number 30067INDOA, Effective date October 18, 2011---Available in Park County Environmental Health Departments and DNRC.
  - B. Regulated Flood Hazard Areas also include those areas identified by Park County in its Floodplain Management Shields River Floodplain Management Study, dated March 1993; and any accompanying data adopted by reference and declared to be part of these Regulations.
2. The Regulated Flood Hazard Areas specifically described or illustrated in the above referenced studies and maps of the 100-year floodplain have been delineated, designated and established by order or determination by the DNRC pursuant to Sections 76-5-201et.seq., MCA.
3. Use allowances, design and construction requirements specifically in Sections 5, 6, 9, and 10 in these regulations vary by the specific Floodplain areas including areas identified as Floodway and Flood Fringe within the Regulated Flood Hazard Area.

### **4.2 INTERPRETATION OF REGULATED FLOOD HAZARD AREA BOUNDARIES**

1. The mapped boundaries of the Floodplain illustrated in the referenced studies and maps in this Section are a guide for determining whether property is within the Regulated Flood Hazard Area.
2. A determination of the outer limits and boundaries of the Regulated Flood Hazard Area or the Flood Fringe and Floodway within the Regulated Flood Hazard Area includes an evaluation of the maps as well as the particular study data referenced in this Section. Supporting study material for Base Flood Elevations takes precedence over any map illustrations if it exists.
3. The Regulated flood hazard area boundary is delineated by the Base Flood Elevation. The physical field regulatory boundary of the Regulated Flood Hazard Area is the actual intersection of the applicable study Base Flood Elevation with the existing adjacent terrain of the watercourse or drainway.
4. The Floodway boundary where identified within the Floodplain is as illustrated on the referenced maps and studies. Since the Floodway boundary is a study feature, the location of the boundary may be physically located by referencing the study data to a

ground feature. The Floodplain Administrator's interpretation of the boundary and decision may be appealed as set forth in Section 13.

5. The Floodplain Administrator may request additional information described below to determine whether or not the proposed development is within the Regulated Flood Hazard Area:
  - A. Where Base Flood Elevations exist, the Property Owner may provide additional information which may include elevation information provided by an engineer or land surveyor in order to determine if the proposed development is subject to these regulations.
  - B. Where Base Flood Elevations do not exist, the Property Owner may provide additional information to be considered to determine the location of the regulatory boundary or alternatively provide a computed Base Flood Elevation provided by an engineer.
  - C. The Floodplain Administrator's interpretation of the boundaries and decision may be appealed as set forth in Section 13.
6. Any Owner or lessee of property who believes their property has been inadvertently included in the Regulated Flood Hazard Area including the Floodway or Flood Fringe may submit scientific and/or technical information to the Floodplain Administrator for a determination if the property is appropriately located. Scientific or technical information submitted to FEMA by an Owner to affect the insurance rating for insurance purposes may be considered by the Floodplain Administrator. A determination by the Floodplain Administrator is independent of any determination by FEMA for insurance purposes.

### **4.3 ALTERATION OF REGULATED FLOOD HAZARD AREA**

1. Revisions or updates to the specific maps and data that alter the established Floodplains or Floodway of the Regulated Flood Hazard Area requires DNRC approval pursuant to Section 75-5-203, MCA. An alteration of the Regulated Flood Hazard Area is a DNRC approved amendment to the DNRC order that originally delineated and designated the 100-year Floodplain and is the basis of the Regulated Flood Hazard Area referenced in Section 4.1.2. A DNRC approved alteration consists of revisions or updates to the specific maps and data of the referenced studies in this Section and forms the basis for an amendment to the Regulated Flood Hazard Area in these Regulations;
2. Any change to the Regulated Flood Hazard Area as a result of a DNRC alteration is effective upon amendment to the Regulated Flood Hazard Area described in Section 4.1.1;

3. Substantial natural physical change or new technical or scientific flood data showing that the Base Flood Elevation has or may be changed or was erroneously established shall be brought to the attention of DNRC and FEMA.
4. Any Application Form for a proposed Development or Artificial Obstruction must be denied until a DNRC alteration pursuant to Section 76-5-203, MCA is approved if it causes an increase of 0.5 feet or more to the Base Flood Elevation of a Regulated Flood Hazard Area without a Floodway or an increase of more than 0.00 feet to the Base Flood Elevation of a Floodway.
5. To propose an alteration a petition must be submitted to DNRC and must include the following information:
  - A. Certification that no Buildings are located in the areas which would be impacted by the increased Base Flood Elevation;
  - B. Evidence of notice to all property and land Owners of the proposed impacts to their properties explaining the proposed impact on their property;
  - C. Information that demonstrates that alternatives are not feasible;
  - D. Information that demonstrates that development is for a public use or benefit; and
  - E. Any other supporting information and data as needed for approvals.
6. The Floodplain Administrator may represent the permit authority for any necessary applications, approvals or endorsements such as the FEMA Community Acknowledgement Form to FEMA where affecting the FEMA Special Flood Hazard Area
7. A determination by the Floodplain Administrator that land areas located within the Regulated Flood Hazard Area are above the Base Flood Elevation as proven by a certified elevation survey does not constitute or require an alteration or an amendment of the Regulated Flood Hazard Area and may be maintained as a public record that more explicitly defines the Regulated Flood Hazard Area boundary.
8. Elevating with suitable fill as permitted by these Regulations does not alter the Regulated Flood Hazard Area or remove the elevated area from the Regulated Flood Hazard Area.
9. A Floodplain Permit implementing the physical change cannot be approved until a CLOMR has been issued by FEMA.

## **SECTION 5. USES ALLOWED WITHOUT A PERMIT WITHIN THE REGULATED FLOOD HAZARD AREA**

**5.1 - GENERAL** Existing Artificial Obstructions or Nonconforming Uses established before regulations pursuant to Section 76-5-301, MCA, were effective, are allowed without a Floodplain Permit. However, Alteration or Substantial Improvement of an existing Artificial Obstruction or Nonconforming use requires a Floodplain Permit. Maintenance of an existing Artificial Obstruction or Nonconforming use does not require a Floodplain Permit if it does not cause an Alteration or Substantial Improvement.

**5.2 OPEN SPACE USES** The following open space uses shall be allowed without a Floodplain Permit in the Regulated Flood Hazard Area, provided that such uses are not prohibited by any other regulation or statute, do not require Structures, and do not require fill, grading, excavation or storage of materials or equipment:

1. Agricultural uses, not including related Structures, such as tilling, farming, irrigation, ranching, harvesting, grazing, etc;
2. Accessory uses, not including Structures, such as loading and parking areas, or emergency landing strips associated with industrial or commercial facilities;
3. Forestry, including processing of forest products with portable equipment;
4. Recreational Vehicle use provided that the vehicle is on the site for fewer than 180 consecutive days and the Recreational Vehicle is fully licensed and ready for highway use. A Recreational Vehicle is ready for highway use if it is on its wheels or jacking system with wheels intact, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions;
5. Residential uses such as lawns, gardens, parking areas, and play areas;
6. Maintenance of the existing state of an existing open space uses including preventive maintenance activities such as bridge deck rehabilitation and roadway pavement preservation activities. Maintenance cannot increase the external size or increase the hazard potential of the existing open space use;
7. Public or private recreational uses not requiring Structures such as picnic grounds, swimming areas, boat ramps, parks, campgrounds, golf courses, driving ranges, archery ranges, wildlife management and natural areas, alternative livestock ranches (game farms), fish hatcheries, shooting preserves, target ranges, trap and skeet ranges, hunting and fishing areas, and hiking and horseback riding trails;
8. Fences that have a low impact to the flow of water such as barbed wire fences and wood rail fences. This does not include permanent fences crossing channels. Fences that have

the potential to stop or impede flow or debris such as a chain link or privacy fence requires a Floodplain Permit and meet the requirements of Section 9.11;

9. Addition of highway guard rail, signing and utility poles that have a low impact to the flow of water along an existing roadway; and,
10. Irrigation and livestock supply wells, provided that they are located at least 500 feet from domestic water supply wells and with the top of casing 18” above the Base Flood Elevation.

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## **SECTION 6. PROHIBITED USES, ACTIVITIES AND STRUCTURES WITHIN THE REGULATED FLOOD HAZARD AREA**

**6.1 FLOODWAY** The following Artificial Obstructions and Nonconforming uses are prohibited in the Floodway of the Regulated Flood Hazard Area, except for those established before Regulations pursuant to Section 76-5-301, MCA have been adopted:

1. A Building or Structure for Residential or Non-Residential purposes;
2. An Artificial Obstruction, fill, or excavation that would cause water to be diverted from the Floodway, cause erosion, obstruct the natural flow of waters or reduce the carrying capacity of the Floodway. Notwithstanding these requirements, excavation or fill may be allowed when it is a component to a permitted use allowed in these Regulations;
3. The construction or storage of an Artificial Obstructions or other object subject to flotation or movement during Flood level periods;
4. Solid and hazardous waste disposal and individual and multiple family sewage disposal systems unless the systems meet the Park County Onsite Wastewater Treatment Regulations and when permitted pursuant to these Regulations and are designed to minimize or eliminate infiltration of Flood waters and avoid impairment or contamination;
5. Storage of toxic, flammable, hazardous or explosive materials; and
6. Cemeteries, mausoleums, or any other burial grounds.

**6.2 FLOOD FRINGE OR REGULATED FLOOD HAZARD AREA WITHOUT A FLOODWAY** The following Artificial Obstructions and Nonconforming uses are prohibited in the Flood Fringe or Regulated Flood Hazard Area without a Floodway, except for those established before Regulations have been adopted:

1. Solid and hazardous waste disposal and individual and multiple family sewage disposal systems unless the systems meet the local health and sanitation regulations and when permitted pursuant to these regulations and are designed to minimize or eliminate infiltration of flood waters and avoid impairment or contamination;
2. Storage of toxic, flammable, hazardous or explosive materials;
3. The construction or storage of an Artificial Obstruction subject to flotation or movement during flood level periods;
4. Cemeteries, mausoleums, or any other burial grounds; and

5. Critical facilities, including buildings and associated structures that provide essential community care and emergency operation functions such as schools, hospitals, nursing home facilities, fire stations and police stations.

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## **SECTION 7. FLOODPLAIN PERMIT APPLICATION REQUIREMENTS**

### **7.1 GENERAL**

1. A Floodplain Permit is required for a person to establish, alter or Substantially Improve an Artificial Obstruction, Nonconforming Use or Development within the Regulated Flood Hazard Area;
2. A Floodplain Permit is required for Artificial Obstructions, Developments and uses not specifically listed in Sections 9 and 10, except as allowed without a Floodplain Permit in Section 5, or as prohibited as specified in Section 6, within the Regulated Flood Hazard Area;
3. Artificial Obstructions and Nonconforming Uses in a Regulated Flood Hazard Area not exempt under Section 5 are public nuisances unless a Floodplain Permit has been obtained;
4. A Floodplain Permit is required for an Alteration of an existing Artificial Obstruction or Nonconforming Use that increases the external size or increases its potential Flood Hazard and not exempt under Section 5;
5. A Floodplain Permit is required to reconstruct or repair an existing Artificial Obstruction that has experienced Substantial Damage and will undergo Substantial Improvement; and
6. Maintenance of an existing Artificial Obstruction or use that is a Substantial Improvement or an Alteration requires a Floodplain permit.

### **7.2 REQUIRED FLOODPLAIN PERMIT APPLICATION INFORMATION**

**PRIOR TO APPLICATION SUBMITTAL—Prior to submittal of any Floodplain Permit Application, Applicants are encouraged to schedule a meeting with the Floodplain Administrator, and any other applicable agency, which may include a site inspection, in order to best determine the procedures, provisions and necessary permits for a given proposal.**

1. A Floodplain Permit application shall include, but is not limited to the following:
  1. A completed and signed *Joint Application for Proposed Work in Montana's Streams, Wetlands, Floodplains, and other Water Bodies*;
  2. The required review fee;

3. Two copies of plans which are drawn to scale showing the location, dimensions, and elevation of the proposed project including landscape Alterations, existing and proposed Structures, and the location of the foregoing in relation to the Regulated Flood Hazard Areas and if applicable the Floodway boundary;
4. Prior to the expiration of the formal sixty (60) working day review period, the Applicant shall submit valid documentation of all other applicable permits or pending applications required by Federal or State law as submitted which may include but are not limited to a 310 permit, SPA 124 permit, Section 404 Permit, 318 Authorization, 401 Certification or a Navigable Rivers Land Use License or Easement for the proposed project; and the applicant must show that the Floodplain Permit application is not in conflict with the relevant and applicable permits; and
5. The Floodplain Administrator cannot approve or conditionally approve a Floodplain Permit Application until the Applicant has provided the Floodplain Administrator with documentation to show all applicable permits for the project have been obtained.
6. Additional information related to the specific use or activity that demonstrates the design criteria and construction standards are met or exceeded as specified in Sections 9 and 10.

## **SECTION 8. FLOODPLAIN PERMIT APPLICATION EVALUATION**

### **8.1 FLOODPLAIN PERMIT APPLICATION REVIEW**

1. The Floodplain Administrator shall review and evaluate the Floodplain Permit Application and shall approve, approve with conditions, or deny the Application within 60 working days of receipt of a correct and complete Application.
2. The Floodplain Administrator shall determine whether the Floodplain Permit Application contains the applicable elements required in these Regulations and shall notify the applicant of the Floodplain Administrator's determination.
3. If the Floodplain Permit Application is found to be missing the required elements and if the Applicant corrects the identified deficiencies and resubmits the Floodplain Application, the Floodplain Administrator shall notify the Applicant whether the resubmitted Floodplain Application contains all the elements required by these Regulations, as applicable.
4. This process shall be repeated until the Applicant submits a completed Floodplain permit Application containing all the elements required by these Regulations, or the Application is withdrawn.
5. If after a reasonable effort the Floodplain Administrator determines that the Floodplain Application remains incomplete, the Floodplain Administrator shall deny the Floodplain Permit Application and notify the Applicant of missing elements. No further action shall be taken on the Floodplain Permit Application by the Floodplain Administrator until the Floodplain Permit Application is resubmitted.
6. A determination that a Floodplain Permit Application is correct and complete for review does not ensure that the Floodplain Permit Application will be approved or conditionally approved and does not limit the ability of the Floodplain Administrator to request additional information during the review process.

### **8.2. NOTICE REQUIREMENTS FOR FLOODPLAIN PERMIT APPLICATIONS:**

1. Upon receipt of a complete Application for a Floodplain permit, the Floodplain Administrator shall prepare a notice containing the facts pertinent to the Floodplain Permit Application and shall:
  - A. Publish the notice at least twice in a newspaper of general circulation in the area at least six days apart;

- B. Serve notice by certified\_mail upon Adjacent Land owners;
  - C. Serve notice to the State National Flood Insurance Program Coordinator located in DNRC by the most efficient method. Notice to other permitting agencies or other impacted property owners may be provided; and
  - D. Prior to any alteration or relocation of a watercourse in the Regulated Flood Hazard Area, additionally provide notice to FEMA and adjacent communities.
2. The notice shall provide a reasonable period of time, not less than 15 days, for interested parties to submit comments on the proposed activity.

### **8.3 FLOODPLAIN PERMIT CRITERIA**

- 1. Floodplain Permit Applications shall be approved provided the proposed New Construction, Substantial Improvement, or Alteration of an Artificial Obstruction meets the requirements of the minimum standards and criteria in Sections 9 and 10 and all other requirements of these Regulations.
- 2. That all New Construction, Substantial Improvement, and Alteration of any Artificial Obstruction located within a Flood Hazard Area, including the placement of Manufactured Homes, will be reasonably safe from Flooding.
- 3. The request for fill for a Residential or Commercial Structure or Building is not followed by a request for a Basement for the same Residential or Commercial Building or Structure, which would put the finished floor of the Building below the Base Flood Elevation, which would negate the purpose of the fill.
- 4. That all New Construction, Substantial Improvement, and Alteration of any Artificial Obstruction located within the Regulated Flood Hazard Area shall comply with any applicable zoning regulation.
- 5. For projects involving bank stabilization, Channelization, levees, floodwalls and/or diversions, off-property impacts including increased Flood peaks, Flood stage, Flood velocity, erosion and sedimentation, should be considered and found to be non-existent, neutral or able to be mitigated.
- 6. Such other factors as are in harmony with the purposes of these Regulations, the Montana Floodplain and Floodway Management Act, and the National Flood Insurance Program
- 7. That all New Construction, Substantial Improvement, and Alteration of any Structure located within a Flood Hazard Area shall not adversely impact other property Owners or significantly increase Flood heights, without showing that the impacts could be mitigated.

8. Assure that the flood carrying capacity within the altered or relocated portion of any watercourse is maintained.
9. The Floodplain Administrator shall consider all other applicable scientific information, including, but not limited to; the Yellowstone River Channel Migration Zone as depicted in the February 2009 report “Yellowstone River Chanel Migration Zone Mapping” (copies of this study are available in the Environmental Health Office, or the Park County Website), historical photos, historical flow data, and any other applicable scientific studies or data.
10. A Flood Plain Permit Application for a Development that will cause an increase of more than 0.00 feet to the Base Flood Elevation of the Floodway or more than 0.50 feet to the Base Flood Elevation of the Regulated Flood Hazard Area without a Floodway shall not be approved until approval for an Alteration pursuant to Section 4.3 has been approved, the Regulated Flood Hazard Area is amended and a FEMA CLOMR where required is issued.
11. The Floodplain Administrator shall determine that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including but not limited to, section 404 of the Federal Water Pollution Control Act Amendment of 1972, 36 U.S.C. 1334.

#### **8.4 DECISION**

1. The Floodplain Administrator shall approve, conditionally approve, or deny the proposed Floodplain Permit Application. The Floodplain Administrator shall notify the Applicant in writing of the decision and the reasons thereof within 60 days working days of receipt of a correct and complete Floodplain Permit Application unless otherwise specified. A copy of the approved Floodplain Permit must be provided to DNRC.
2. When the Floodplain Administrator approves, conditionally approves, or denies the proposed Application, he/she shall send the Applicant a letter, with the appropriate signature. The letter shall:
  - A. Identify the Regulations and/or statutes that are used in reaching the decision to approve, deny, or impose conditions and explain how they apply to the decision;
  - B. Provide the facts and conclusions that the Floodplain Administrator relied upon in making his/her decision and reference documents or other materials that form the basis of the decision;
  - C. Review and address any public comment received; and
  - D. If approved, include the disclosure provisions that requires all property Owners with property in a designated Floodplain or Floodway, or their agents

to notify potential buyers that such property is located within the Regulated Flood Hazard Area by adding a condition to the Floodplain Permit.

3. The approval of a Floodplain Permit Application does not affect any other type of approval required by any other statute or ordinance of the state or any political subdivision or the United States, but is an added requirement.

## **8.5 FLOODPLAIN PERMIT CONDITIONS AND REQUIREMENTS**

Upon approval or conditional approval of the Floodplain Permit Application, the Floodplain Administrator shall provide the Applicant with a Floodplain Permit with applicable specific requirements and conditions including but not limited to the following:

1. The Floodplain Permit will become valid when all other necessary permits required by Federal or State law are in place;
2. Completion of the Development pursuant to the Floodplain Permit shall be completed within one year from the date of Floodplain Permit issuance or a time limit commensurate with the project construction time line for completion of the project or Development. The Applicant may request an extension for up to an additional year. The request must be made at least 30 days prior to the permitted completion deadline;
3. The Applicant shall notify subsequent property owners and their agents and potential buyers of the Floodplain Permit issued on the property and that such property is located within a Regulated Flood Hazard Area and shall record the notice with the Floodplain Administrator;
4. The Applicant shall maintain the Artificial Obstruction or use in compliance with the conditions and specifications of the Floodplain Permit;
5. The Applicant shall allow the Floodplain Administrator to perform on site inspections at select intervals during construction or completion;
6. The Applicant shall provide periodic engineering oversight and/or interim reports during the construction period to be submitted to the Floodplain Administrator to confirm constructed elevations and other project elements;
7. The Applicant shall submit a compliance report including certifications where required including flood proofing, elevation, surface drainage, proper enclosure openings and materials to the Floodplain Administrator within 30 days of completion or other time as specified;
8. The Applicant shall submit an annual performance and maintenance report on bank stabilization or other projects utilizing maturing vegetative components to the Floodplain Administrator for a period of 5 years or a time specified in the permit; or

9. The Applicant shall submit evidence of a submittal of a FEMA Letter of Map Revision (LOMR) to FEMA and applicable fees within 6 months of project completion and proceed with due diligence for acceptance of the document and necessary supporting materials by FEMA.

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## **SECTION 9. DEVELOPMENT REQUIREMENTS IN THE FLOODWAY**

**9.1 USES REQUIRING PERMITS:** Artificial Obstructions including Alterations and Substantial Improvements specifically listed in Sections 9.3 to 9.15 may be allowed by permit within the Floodway, provided the General Requirements in Section 9.2 and the applicable requirements in Sections 9.3 to 9.15 are met.

**9.2 GENERAL REQUIREMENTS:** A Floodplain Permit Application shall meet the following requirements:

1. All projects shall be designed and constructed to ensure that they do not adversely affect the Flood Hazard on other properties and are reasonably safe from Flooding;
2. All projects shall assure that the carrying capacity of the Floodway is not reduced. All projects in the Floodway shall meet the following:
  - A. Demonstrate that the project does not increase the Base Flood Elevation by conducting an encroachment analysis certified by a licensed engineer. A minimal or qualitative encroachment analysis may be accepted when the project or development does not require a Structure, Alteration of the Floodway, involve fill, grading, excavation or storage of materials or equipment but is also certified by a licensed engineer to not exceed the allowable encroachment to the Base Flood Elevation; and
  - B. The allowable encroachment to the Base Flood Elevation is 0.00 feet, and no significant increase to the velocity or flow of the stream or water course unless approval of an alteration of the Regulated Flood Hazard Area pursuant to Section 4.3 and an approved FEMA Conditional Letter of Map Revision occurs before permit issuance.
3. A Floodplain Permit Application must also demonstrate the following factors are considered and incorporated into the design of the use, Structure, or Artificial Obstruction in the Floodway:
  - A. The danger to life and property due to backwater or diverted flow caused by the obstruction or use;
  - B. The danger that the Obstruction or use may be swept downstream to the injury of others;
  - C. The availability of alternative locations;
  - D. Construct or Alteration to alter the Obstruction or use in such manner as to lessen the flooding danger;
  - E. The permanence of the Obstruction or use and is reasonably safe from Flooding;

- F. The anticipated development in the foreseeable future of the area which may be affected by the Obstruction or use;
- G. Relevant and related permits for the project have been obtained;
- H. Such other factors as are in harmony with the purposes of these Regulations, the Montana Floodplain and Floodway Management Act, and the accompanying Administrative Rules of Montana; and
- I. The safety of access to property in times of flooding for ordinary and emergency services.

**9.3 MINING OF MATERIAL REQUIRING EXCAVATION FROM PITS OR POOLS:**

These actions are permitted provided, in addition to the requirements of Section 9.2, that:

1. A buffer strip of undisturbed land of sufficient width as determined by an engineer to prevent Flood flows from channeling into the excavation is left between the edge of the channel and the edge of the excavation;
2. The excavation meets all applicable laws and Regulations of other local and state agencies; and
3. Excavated material may be processed on site but is stockpiled outside the Floodway.

**9.4 RAILROAD, HIGHWAY AND STREET STREAM CROSSINGS:**

These actions and other transportation related crossings may be permitted provided, in addition to the requirements of Section 9.2, that:

1. Crossings are designed to offer minimal obstructions to the Flood Flow;
2. Where failure or interruption of public transportation facilities would result in danger to public health or safety and where practicable and in consideration of FHWA Federal-Aid Policy Guide:
  - A. Bridge lower chords shall have freeboard to at least two (2) feet above the Base Flood Elevation to help pass ice flows, the base Flood discharge and any debris associated with the discharge; and
  - B. Culverts shall be designed to pass the Base Flood discharge and maintain at least two (2) feet freeboard on the crossing surface.
3. Normal overflow channels, if possible are preserved to allow passage of sediments to prevent aggradations; and
4. Mid stream supports for bridges, if necessary, have footings buried below the maximum scour depth.

**9.5 LIMITED FILLING FOR ROAD AND RAILROAD EMBANKMENTS:**

These actions and other transportation related embankments not associated with stream crossings and bridges may be permitted provided, in addition to the requirements of Section 9.2, that:

1. The fill is suitable fill;
2. Reasonable alternate transportation routes outside the floodway are not available; and
3. The encroachment is located as far from the stream channel as possible.

**9.6 BURIED OR SUSPENDED UTILITY TRANSMISSION LINES:**

These actions may be permitted provided, in addition to the requirements of Section 9.2, that:

1. Suspended utility transmission lines are designed such that the lowest point of the suspended line is at least six (6) feet higher than the Base Flood Elevation;
2. Towers and other appurtenant structures are designed and placed to withstand and offer minimal obstruction to Flood Flows;
3. Alternatives such as alternative routes, directional drilling, and aerial crossings are considered when technically feasible; and
4. Utility transmission lines carrying toxic or flammable materials are buried to a depth of at least twice the calculated maximum scour depth determined by an engineer for the Base Flood.

**9.7 STORAGE OF MATERIALS AND EQUIPMENT:**

These actions may be permitted provided, in addition to the requirements of Section 9.2, that:

1. The material or equipment is not subject to major damage by Flooding and is properly anchored to prevent flotation or downstream movement; or
2. The material or equipment is readily removable within the limited time available after Flood warning. Storage of flammable, toxic or explosive materials shall not be permitted.(ARM 36.15.602(5)(b))

**9.8 DOMESTIC WATER SUPPLY WELLS:**

These actions may be permitted provided, in addition to the requirements of Section 9.2, that the following:

1. They are driven or drilled wells located on ground higher than surrounding ground to assure positive drainage from the well;
2. They require no other Structures (e.g. a well house);

3. Well casings are water tight to a distance of at least twenty five (25) feet below the ground surface and the well casing height is a minimum of two (2) feet above the Base Flood Elevation or capped with a watertight seal and vented two (2) feet above the Base Flood Elevation;
4. Water supply lines have a watertight seal where the lines enter the casing;
5. All pumps and electrical lines and equipment are either of the submersible type or are adequately Flood proofed; and
6. Check valves are installed on main water lines at wells and at all Building entry locations.

**9.9 BURIED AND SEALED VAULTS FOR SEWAGE DISPOSAL IN CAMPGROUNDS AND RECREATIONAL AREAS:** Buried and sealed vaults for sewage disposal in Campgrounds and Recreation Areas may be permitted provided, in addition to the requirements of Section 9.2, they have been approved by Montana Department of Environmental Quality and there is a local septic permit.

**9.10 PUBLIC AND PRIVATE CAMPGROUNDS** Public and private campgrounds may be permitted provided, in addition to the requirements of Section 9.2, that: the following:

1. Access roads require only limited fill and do not obstruct or divert Flood waters;
2. The project meets the accessory Structures requirements in this Section;
3. There are no Dwellings or permanent Mobile Homes;
4. Recreational Vehicles and travel trailers are ready for highway use with wheels intact, with only quick disconnect type utilities and securing devices, and have no permanently attached additions; and
5. There is no large-scale clearing of riparian vegetation within fifty (50) feet of the mean annual high water mark.

**9.11 ACCESSORY OR APPURTENANT STRUCTURES :**

In order to be permitted uses Accessory or Appurtenant Structures such as boat docks, loading and parking areas, marinas, sheds, emergency airstrips, permanent fences crossing channels that may impede or stop flows or debris, picnic shelters and tables and lavatories, that are incidental to a principal Structure or use, provided in addition to the requirements of Section 9.2, the following:

1. The Accessory or Appurtenant Structures are not intended for human habitation or supportive of human habitation;
2. The Accessory or Appurtenant Structures will have low Flood damage potential;

3. The Accessory or Appurtenant Structures will, insofar as possible, be located on ground higher than the surrounding ground and as far from the channel as possible;
4. The Accessory or Appurtenant Structures will be constructed and placed so as to offer a minimal obstruction to Flood flows;
5. Only those wastewater disposal systems that are approved under Park County Onsite Wastewater Treatment Regulations are allowed;
6. Service facilities within these Accessory or Appurtenant Structures such as electrical, heating and plumbing are Flood proofed according to the requirements in Section 10;
7. The Accessory or Appurtenant Structures are firmly anchored to prevent flotation;
8. The Accessory or Appurtenant Structures do not require fill and/or substantial excavation;
9. The Accessory or Appurtenant Structures or use cannot be changed or altered without Permit approval; and
10. There is no clearing of riparian vegetation within fifty (50) feet of the mean annual high water mark.

### **9.12 CONSTRUCTION OF OR MODIFICATIONS TO SURFACE WATER DIVERSIONS**

Construction of or Modification to surface water diversions must provide, in addition to the requirements of Section 9.2, that the design is reviewed and approved by a licensed engineer and includes:

1. Measures to minimize potential erosion from a Base Flood; and
2. Designs and plans that demonstrate any permanent Structure in the stream is designed to safely withstand up to the Base Flood considering the forces associated with hydrodynamic and hydrostatic pressures including Flood depths, velocities, impact, ice buoyancy, and uplift forces associated with the Base Flood.

**9.13 FLOOD CONTROL AND STREAM BANK STABILIZATION MEASURES** Flood control and stream bank stabilization measures must, in addition to the requirements of Section 9.2, have a design that is reviewed and approved by a licensed engineer and constructed to substantially resist or withstand the forces associated with hydrodynamic and hydrostatic pressures, including Flood depths, velocities, impact, ice, buoyancy, and uplift associated with the Base Flood. The design must also show compliance with the following applicable criteria:

#### **1. LEVEE AND FLOODWALL:**

Construction or Alteration of a Levee or floodwall shall:

- A. designed and constructed with suitable fill and be designed to safely convey a Base Flood;
- B. constructed at least 3 feet higher than the elevation of the Base Flood unless the Levee or floodwall protects agricultural land only;
- C. meet state and federal Levee engineering and construction standards and be publically owned and maintained if it protects structures of more than one landowner; and
- D. For any increase in the elevation of the Base Flood, an alteration of the Regulated Flood Hazard Area requires approvals pursuant to Section 4.3.

## **2. STREAM BANK STABILIZATION, PIER AND ABUTMENT PROTECTION PROJECTS:**

These projects shall:

- A. Be designed and constructed using methods and materials that are the least environmentally damaging yet practicable, and should be designed to withstand a Base Flood once the project's vegetative components are mature within a period of up to 5 years or other time as required by the Floodplain Administrator. Once vegetation is mature and established it should not require substantial yearly maintenance after the initial period;
- B. Be of materials that may be designed to erode over time but not fail catastrophically and impact others. Erosion, sedimentation, and transport of the materials may be designed to be at least similar in amount and rate of existing stable natural stream banks during the Base Flood;
- C. Not increase erosion upstream, downstream, across from or adjacent to the site in excess of the existing stable natural stream bank during the Base Flood; and
- D. Be of materials that may include but are not limited to riprap, root wads, brush mattresses, willow wattles, natural woody debris or combinations of analogous materials.

## **3. CHANNELIZATION PROJECTS**

Where the excavation and/or construction of a channel is for the purpose of diverting the entire or a portion of the flow of a waterway from its established course, the project shall:

- A. Not increase the magnitude, velocity, or elevation of the Base Flood; and
- B. Meet the requirements of Section 9.13.2.

## **4. DAMS:**

Any construction or Alteration of a dam shall:

- A. Be designed and Constructed in accordance with the Montana Dam Safety Act and applicable safety standards; and

- B. Not increase Flood hazards downstream either through operational procedures or improper hydrologic/hydraulic design.

**9.14 STREAM AND BANK RESTORATION**

Stream and bank restoration projects intended to reestablish the terrestrial and aquatic attributes of a natural stream and not for protection of a Structure or Development provided, in addition to the requirements of Section 9.2, the following:

1. The project will not increase velocity or erosion upstream, downstream, across from or adjacent to the site;
2. Materials may include but are not limited to boulders, rock cobble, gravel, native stream bed materials, root wads, brush mattresses, willow wattles, natural woody debris or combinations of analogous materials and that reasonably replicates the bed and bank of the natural stream;
3. Erosion, sedimentation, and transport of the materials are not more than the amount and rate of existing natural stream banks during the Base Flood; and
4. The project may be designed to allow vegetative materials to mature within a period up to 5 years or other time as required by the Floodplain Administrator. Once vegetation is mature and established it should not require substantial yearly maintenance after the initial period.

**9.15 EXISTING RESIDENTIAL AND NON-RESIDENTIAL BUILDINGS IN THE FLOODWAY**

Any Alteration or Substantial Improvement to an existing Building, Structure, or Artificial Obstruction must meet the requirements of Section 9.2 and the applicable requirements in Section 10 for Residential or Non-Residential Buildings.

## **SECTION 10. DEVELOPMENT REQUIREMENTS IN THE FLOOD FRINGE OR REGULATED FLOOD HAZARD AREA WITH NO FLOODWAY**

**10.1 USES REQUIRING PERMITS** – All uses allowed by permit in the Floodway shall also be allowed by permit within the Flood Fringe or Regulated Flood Hazard Area with no Floodway. Such uses are subject to the requirements in Section 9, with the exception of the encroachment limit of Section 9.2.2. Instead, such uses are subject to the encroachment limits of this Section 10.2.8.

Except for prohibited Artificial Obstructions in Section 6.2, all other Artificial Obstructions including New Construction, Substantial Improvements, Alterations to Residential, and Nonresidential Structures including Manufactured Homes, and related suitable fill or excavation shall be allowed by permit and are subject to the requirements in this Section and the General Requirements of Section 9.2, with the exception of the encroachment limit of Section 9.2.2.

**10.2 GENERAL REQUIREMENTS:** A Floodplain Permit Application must demonstrate or meet the following applicable requirements:

1. **Base Flood Elevation:** Where necessary to meet the appropriate elevation requirement in these Regulations, the Base Flood Elevation(s) must be determined by a licensed engineer and utilized in the design and layout of the project demonstrating the design and construction criteria herein are met. For Regulated Flood Hazard Areas that do not have computed and published Base Flood Elevations in the adopted Flood hazard study referenced in Section 4, a Base Flood Elevation must be determined or obtained from a reliable source, utilizing appropriate engineering methods and analyses;
2. **Flood Damage:** Structures and Artificial Obstructions must be constructed by methods and practices that minimize Flood damage and Structures and Artificial Obstructions must be reasonably safe from Flooding;
3. **Surface Drainage:** Adequate surface drainage must be provided around Structures and applicable Artificial Obstructions;
4. **Materials:** Structures and Artificial Obstructions must be constructed with materials resistant to Flood damage;
5. **Artificial Obstructions:** Structures, excavation or fill must not be prohibited by any other statute, regulation, ordinance, or resolution; and must be compatible with subdivision, zoning and any other land use regulations, if any;
6. **Anchoring:** All Construction and Substantial improvements must be designed and adequately anchored to prevent flotation, collapse, or lateral movement of the Structure or Artificial Obstruction resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;

**7. Certification:** Certification by a licensed engineer, architect, land surveyor, or other qualified person must accompany the Application where required including for an encroachment analysis, adequacy of Structural elevations, Base Flood Elevation determinations, Flood-proofing, enclosure Flood openings and design and Construction to withstand the hydrodynamic forces and hydrostatic pressures of Flood depths, velocities, impact, buoyancy, uplift forces associated with the Base Flood and surface drainage. A certification is not intended to constitute a warranty or guarantee of performance, expressed or implied;

**8. Encroachment Analysis:**

- A. All applications in the Regulated Flood Hazard Area without a Floodway must be supported by an encroachment analysis of the proposed use, a thorough hydrologic and hydraulic analysis except as provided in following paragraph D, Section 10.2.9.D, prepared by an engineer to demonstrate the effect of the structure on Flood Flows, velocities and the Base Flood Elevation;
- B. The maximum allowable encroachment is certified to be at or less than 0.5 feet increase to the Base Flood Elevation unless approval of an alteration of the Regulated Flood Hazard Area pursuant to Section 4 and an approved FEMA Conditional Letter of Map Revision occurs before permit issuance;
- C. An encroachment analysis is not required for any development in the Flood Fringe where an accompanying Floodway has been designated within the Regulated Flood Hazard Area; and
- D. Although all other development standards herein apply, a minimal or qualitative encroachment analysis may be accepted when the project or Development does not require a Structure, Artificial Obstruction, Alteration of the Floodplain, involve fill, grading, excavation or storage of materials or equipment and also is certified by a licensed engineer to not exceed the allowable encroachment.

**9. Electrical Systems Flood Proofing:** All electrical service materials, equipment and installation for uses in a Regulated Flood Hazard Area must be certified to meet the following requirements:

- A. All incoming power service equipment including all metering equipment, control centers, transformers, distribution and lighting panels and all other stationary equipment must be located at least two feet above the Base Flood Elevation;
- B. Portable and movable electrical equipment may be placed below the Base Flood Elevation, provided that the equipment can be disconnected by a single plug and socket assembly of the submersible type;

- C. The main power service lines must have automatically operated electrical disconnect equipment or manually operated electrical disconnect equipment located at an accessible remote location outside the Flood Hazard Area or two feet above the Base Flood Elevation; and
- D. All electrical wiring systems installed below the Base Flood Elevation must be suitable for continuous submergence and may not contain fibrous components.

**10. Heating and Cooling Systems Flood Proofing:**

All heating and cooling systems for uses in a Regulated Flood Hazard Area must be certified to meet the following requirements:

- A. Float operated automatic control valves must be installed so that fuel supply is automatically shut off when flood waters reach the floor level where the heating and cooling systems are located;
- B. Manually operated gate valves must be installed in gas supply lines. The gate valves must be operable from a location above the Base Flood Elevation;
- C. Electrical Systems Flood proofing must be met; and
- D. Furnaces and cooling units must be installed at least two (2) feet above the Base Flood Elevation and the ductwork installed above the Base Flood Elevation.

**11. Plumbing Systems Flood Proofing:**

All plumbing systems for uses in the Regulated Flood Hazard Area must be certified to meet the following requirements:

- A. Sewer lines, except those to a buried and sealed vault, must have check valves installed to prevent sewage backup into permitted Structures; and
- B. All toilets, stools, sinks, urinals, vaults, and drains must be located so the lowest point of possible flood water entry is at least two (2) feet above the Base Flood Elevation.

**12. Structural Fill Flood Proofing:**

Fill used to elevate Structures, including but not limited to Residential and Non-residential Buildings must be certified to meet the following requirements:

- A. The filled area must be at or above the Base Flood Elevation and extend at least fifteen (15) feet beyond the structure in all directions;
- B. Fill material must be suitable fill, that is stable, compacted, well graded, and pervious, not adversely affected by water and frost, devoid of trash or similar foreign matter, tree stumps or other organic material; and is fitting for the purpose of supporting the intended use and/or Permanent Structure.

- C. The fill must be compacted to minimize settlement and compacted to 95 percent of the maximum density. Compaction of earthen fill must be certified by a licensed engineer;
- D. No portion of the fill is allowed within the Floodway;
- E. The fill slope must not be steeper than 1 ½ horizontal to 1 vertical unless substantiating data justifying a steeper slope is provided and adequate erosion protection is provided for fill slopes exposed to Floodwaters.

**13. Wet Flood Proofing:**

Building and Structure designs with an enclosure below the Lowest Floor must be certified to meet the following:

- A. Materials used for walls and floors are resistant to Flooding to an elevation two (2) feet or more above the Base Flood Elevation;
- B. The enclosure must be designed to equalize hydrostatic forces on walls by allowing for entry and exit of Floodwaters. Opening designs must either be certified by an engineer or architect or meet or exceed the following:
  - i. Automatically allow entry and exit of Floodwaters through screens, louvers, valves, and other coverings or devices;
  - ii. Have two (2) or more openings with a total net area of not less than one (1) square inch for every one (1) square foot of enclosed area below the Lowest Floor, except if the enclosure is partially subgrade, a minimum of 2 openings may be provided on a single wall; and
  - iii. Have the bottom of all openings no higher than one (1) foot above the higher of the exterior or interior adjacent grade or floor immediately below the openings.

**14. Dry Flood Proofing:**

Building and Structure designs that do not allow internal Flooding must be certified according to these Regulations to meet the following:

- A. Building use must be for Non-residential use only and does not include mixed Residential and Non-residential use;
- B. Be Flood Proofed to an elevation no lower than two (2) feet above the Base Flood Elevation;
- C. Be constructed of impermeable membranes or materials for floors and walls and have water tight enclosures for all windows, doors and other openings; and
- D. Be designed to withstand the hydrostatic pressures and hydrodynamic forces resulting from the Base Flood and the effects of buoyancy.

**15. Elevation of the Lowest Floor:**

Elevating the lowest floor may be by either suitable fill, foundation wall enclosure, stem walls, pilings, posts, piers, columns or other acceptable means;

**16. Crawl Spaces:**

Crawl space foundation enclosures including sub grade crawlspace enclosures below the lowest floor must meet the wet Flood proofing requirements and be designed so that the crawl space floor is at or above the Base Flood Elevation. Crawl space foundations must have an inside dimension of not more than five (5) feet from the ground to the top of the living floor level and a sub grade crawlspace must also have the interior ground surface no more than two (2) feet below the exterior lowest adjacent ground surface on all sides. A sub grade foundation exceeding either dimension is a basement;

**17. Manufactured Home Anchors:**

For new placement, Alteration, Substantial Improvement or replacement of Manufactured homes for Residential or Nonresidential use including additions, the chassis must be secure and must resist flotation, collapse or lateral movement by anchoring with anchoring components capable of carrying a force of 4,800 pounds and as follows:

- A. For Manufactured Homes less than fifty (50) feet long, over-the-top ties to ground anchors are required at each of the four (4) corners of the home, with two additional ties per side at intermediate locations; or
- B. For Manufactured Homes more than fifty (50) feet long, frame ties to ground anchors are required at each corner of the home with five (5) additional ties per side at intermediate points.

**10.3 RESIDENTIAL BUILDING, EXCEPTIONS OR ADDITIONAL REQUIREMENTS**

New Construction, Alterations, and Substantial Improvements of Residential Buildings, Structures or Manufactured Homes, including replacement of Manufactured Homes, must be constructed such that:

**1. Elevation of the Lowest Floor**

The Lowest Floor of the Building, Structure, or Manufactured Home including an attached garage or Basement must be two (2) feet or more above the Base Flood Elevation;

**2. Enclosure**

Enclosures of elevated Buildings, Structures, or Manufactured Homes cannot be dry Flood proofed. Use for an enclosure is limited to facilitating Building component access. The enclosure including a Crawlspace must be wet Flood proofed and the enclosure floor must be at or above the Base Flood Elevation. An attached garage floor must be two (2) or more feet above the Base Flood Elevation; and

### **3. Recreation Vehicles**

Recreational Vehicles on site for more than 180 days or not ready for highway use must meet the requirements for Manufactured Homes.

## **10.4 NON-RESIDENTIAL BUILDING, EXCEPTIONS OR ADDITIONAL**

**REQUIREMENTS** New Construction, Alterations, and Substantial Improvements of Non-Residential including agricultural, commercial and industrial Buildings or Structures and Residential and Non-Residential accessory Buildings or Structures must be constructed such that:

- 1. Elevation of the Lowest Floor** The Lowest Floor of the Building or Structure must be elevated two (2) feet above the Base Flood Elevation or adequately dry Flood proofed according to this Section. The Lowest Floor may be wet proofed provided the use is limited to only parking, loading and storage of equipment or materials not appreciably affected by floodwater;
- 2. Enclosure** Enclosures below the Lowest Floor on elevated Buildings or Structures must be wet Flood proofed and the use must be limited to parking, access or storage or must be adequately dry Flood proofed according to this Section;
- 3. Manufactured homes** Manufactured Homes proposed for use as Non-Residential Buildings or Structures cannot be dry Flood proofed; and
- 4. Agricultural structures** Agricultural Buildings or Structures not intended to be insurable, used solely for agricultural purposes, having low Flood damage potential, used exclusively in connection with the production, harvesting, storage, drying, or raising of agricultural commodities including raising of livestock, and not intended for human habitation are exempt from the elevation requirement, dry or wet Flood proofing, but shall:
  - A. Be located on higher ground and as far from the channel as possible;
  - B. Offer minimal obstruction to Flood Flows;
  - C. Be adequately anchored to prevent flotation or collapse;
  - D. Where electrical, heating and plumbing systems are installed, meet the Flood proofing requirements in Sections 10.2.9, 10.2.10, and 10.2.11; and
  - E. Meet the elevation or dry Flood proofing requirements if the structure is an animal confinement facility.

## **SECTION 11. EMERGENCIES**

### **11.1 General**

1. - 'Emergency actions' include, but are not limited to:
  - (a) projects undertaken and carried out by a person or other entity to repair or restore property or facilities damaged or destroyed as a result of a disaster when a disaster has been declared by the governor or other appropriate government entity;
  - (b) emergency repairs to public service facilities necessary to maintain and provide services; and
  - (c) projects, whether public or private, undertaken to prevent or mitigate immediate threats to public health, safety, welfare, or the environment.
2. Emergency repair and replacement of severely damaged Artificial Obstructions and development in the Regulated Flood Hazard Area, including public transportation facilities, public water and sewer facilities, Flood control works, and private projects are subject to the permitting requirements of these Regulations.
3. The provisions of these Regulations are not intended to affect other actions that are necessary to safeguard life or structures during periods of emergency.

### **11.2 Emergency Notification and Application Requirements**

1. The property owner and or the person responsible for taking Emergency action must notify the Floodplain Administrator prior to initiating any Emergency action in a Regulated Flood Hazard Area normally requiring a Floodplain permit. An Emergency Notification Form must be submitted to the Floodplain Administrator within five (5) days of the action taken as a result of an emergency.
2. Unless otherwise specified by the Floodplain Administrator, within 30 days of initiating the Emergency action, a person who has undertaken an Emergency action must submit a Floodplain Permit Application that describes what action has taken place during the Emergency and describe any additional work that may be required to bring the project in compliance with these Regulations.
3. A person who has undertaken an Emergency action may be required to modify or remove the project in order to meet the Floodplain permit requirements.

## **SECTION 12. VARIANCES**

**12.1 GENERAL** - A Variance from the minimum development standards of these Regulations may be allowed. An approved Variance would permit construction in a manner otherwise as required or prohibited by these Regulations.

### **12.2 VARIANCE APPLICATION REQUIREMENTS:**

1. Prior to any consideration of a variance from any development standard in these Regulations, a completed Floodplain Permit application and required supporting material must be submitted.
2. Additionally, supporting materials in a Variance Application specific to the Variance request including facts and information addressing the criteria in this Section must be submitted.
3. If the Floodplain Permit Application and Variance Application is deemed not correct and complete, the Floodplain Administrator shall notify the applicant of deficiencies within a reasonable time not to exceed 30 days. Under no circumstances should it be assumed that the variance is automatically granted.

### **12.3 NOTICE REQUIREMENTS FOR FLOODPLAIN VARIANCE APPLICATION**

Public Notice of the Floodplain Permit Application and Variance application shall be given pursuant to Section 8.2.

### **12.4 EVALUATION OF VARIANCE APPLICATION**

1. A Floodplain Permit along with the accompanying Variance Application shall only be issued upon a determination that the Variance is the minimum allowance necessary, considering the Flood hazard, to afford relief from these Regulations and provided all of the following criteria are met:
  1. There is a good and sufficient cause. Financial hardship is not a good and sufficient cause;
  2. Failure to grant the Variance would result in exceptional hardship to the applicant;
  3. Residential and Nonresidential Buildings are not in the Floodway except for Alterations or Substantial Improvement to existing Buildings, Residential Dwellings including Basements and attached garages do not have the Lowest Floor Elevation below the Base Flood Elevation;

4. Any enclosure including a Crawl Space must meet the requirements of Section 10.2.13, Wet Flood Proofing if the enclosure interior grade is at or below the Base Flood Elevation;
5. Granting of a Variance will not result in increased Flood heights to existing Buildings, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with other existing local laws or ordinances;
6. The proposed use is adequately Flood proofed;
7. The Variance is the minimum necessary, considering the Flood hazard, to afford relief;
8. Reasonable alternative location outside the designated Floodplain are not available;
9. An encroachment does not cause an increase to the Base Flood Elevation that is beyond that allowed in these regulations; and
10. The danger to life and property by water that may be backed up or diverted by the obstruction or use;
11. The danger that the obstruction or use will be swept downstream to the injury of others;
12. The Construction or Alteration of the obstruction or use in such a manner as to lessen the danger;
13. The permanence of the obstruction or use;
14. The anticipated development in the foreseeable future of the area that any be affected by the obstruction or use;
15. The Applicants failure to comply with these Regulations did not result in the hardship the Applicant is seeking relief from.
16. All other criteria for a Floodplain permit besides the specific development standard requested by Variance are met.

**2. An exception to the Variance criteria may be allowed as follows:**

1. For either New Construction of a Structure outside of the Floodway only or for Substantial Improvements or an Alteration of a Structure, on a lot of one-half acres or less that is contiguous to and surrounded by lots with existing Structures constructed below the Base Flood Elevation; or

2. For Historic Structures – Variances may be issued for the repair or rehabilitation of historic Structures upon a determination that the proposed repair or rehabilitation will not preclude the Structure's continued designation as a historic Structure and the Variance is the minimum relief necessary to preserve the historic character and design of the Structure. The historic nature of the Structure must be designated as a preliminary or historic Structure by U.S. Secretary of Interior or an approved state or local government historic preservation program.

## **12.5 DECISION**

### **1. The Park County Commissioners shall:**

1. Evaluate the Floodplain Permit Application and Variance Application using the criteria in Section 12.4, and the application requirements and minimum development standards in Section 9 and 10;
2. Make findings, and approve, conditionally approve or deny a Floodplain Permit and Variance within 60 working days of a complete application.
3. If approved, attach conditions to the approval of Floodplain Permit and Variance including a project completion date and inspections during and after construction.

Upon consideration of the criteria in Section 12.4 and the intent of these Regulations, the Park County Commissioners may attach such conditions to the granting of Variances as it deems necessary to further the purpose and objectives of these Regulations.

4. Notify the applicant that the issuance of a Floodplain Permit and Variance to construct a Structure not meeting the minimum Building requirements in these Regulations may result in increased premium rates for Flood insurance and that Flood insurance premiums are determined by actuarial risk and will not be modified by the granting of a Variance.
5. Submit to the Floodplain Administrator a record of all actions involving a Floodplain Permit and Variance, including the findings and decision and send a copy of each Variance granted to DNRC.

## **12.6 JUDICIAL REVIEW**

Any person or persons aggrieved by the Floodplain Permit and Variance decision may appeal such decision in a court of competent jurisdiction.

## **SECTION 13. ADMINISTRATIVE APPEALS**

**13.1 GENERAL** An administrative appeal may be brought before the *Park County Commission* for review of the Floodplain Administrator's order, decision to grant, condition or deny a Floodplain Permit, Variance, or interpretation of the Regulated Flood Hazard Area boundary.

**13.2 APPEALS REQUIREMENTS** The following provisions apply to administrative appeals:

1. An appeal shall include the basis of the appeal and supporting information including specific findings and conclusions of the Floodplain Administrator's decision being appealed;
2. An appeal may be submitted by an applicant and/or anyone who may be aggrieved by the Floodplain Administrator's decision or order;
3. Appeals must be received within 30 days of the date of the decision or order of the Floodplain Administrator; and
4. Additional information specific to the appeal request may be requested by the review panel.

### **13.3 NOTICE AND HEARING**

1. Notice of the pending appeal and hearing shall be provided pursuant to Section 8.2. The Floodplain Administrator may notify DNRC and FEMA of pending appeals.
2. A public hearing on the appeal must be held within 30 days of the Notice unless set otherwise. The review process for appeals follows the Application Evaluation initial review process as listed in section 8.
3. Notice Requirements for Floodplain Appeals:  
The Notice process follows the Notice requirements for Applications listed in section 8.2 of these Regulations.

### **13.4 Review of Appeals Application**

The following information should be adequately evaluated by the Park County Commission:

- a. The Floodplain Administrators' determination and supporting information;
- b. These Regulations;
- c. Information provided by person requesting the appeal; and
- d. Public comments.

### **13.5 DECISION**

A judgment on an appeal shall be made within 30 days of the hearing unless set otherwise. The decision may affirm, modify, or overturn the Floodplain Administrator's decision. A decision on an appeal of a permit cannot grant or issue a variance. A decision may support, reverse or remand an order or determination of a boundary of the Regulated Flood Hazard Area by the Floodplain Administrator.

### **13.6 JUDICIAL REVIEW**

Any person or persons aggrieved by the decision on an administrative appeal may appeal such decision in a court of competent jurisdiction.

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## **SECTION 14. ENFORCEMENT**

**14.1 INVESTIGATION REQUEST** An investigation to determine compliance with these regulations for an artificial obstruction or nonconforming use within the Regulated Flood Hazard Area may be made either on the initiative of the Floodplain Administrator or on the written request of three titleholders of land which may be affected by the activity. The names and addresses of the persons requesting the investigation shall be released if requested.

**14.2 NOTICE TO ENTER AND INVESTIGATE LANDS OR WATERS** The Floodplain Administrator may make reasonable entry upon any lands and waters for the purpose of making an investigation, inspection or survey to verify compliance with these regulations.

1. The Floodplain Administrator shall provide notice of entry by mail, electronic mail, phone call, or personal delivery to the owner, owner's agent, lessee, or lessee's agent whose lands will be entered.
2. If none of these persons can be found, the Floodplain Administrator shall affix a copy of the notice to one or more conspicuous places on the property.
3. If the owners do not respond, cannot be located or refuse entry to the Floodplain Administrator, the Floodplain Administrator may initiate a Search Warrant.

**14.3 NOTICE TO RESPOND AND ORDER TO TAKE CORRECTIVE ACTION** When the Floodplain Administrator determines that a violation may have occurred, the Floodplain Administrator may issue written notice to the owner or an agent of the owner by certified mail. Such notice shall cite the regulatory offense and include an Order to Take Corrective Action within a reasonable time or to respond by requesting an administrative review by the Floodplain Administrator.

**14.4 ADMINISTRATIVE REVIEW** The order to take corrective action is final, unless within five (5) working days or any granted extension, after the order is received, the owner submits a written request for an administrative review by the Floodplain Administrator. A request for an administrative review does not stay the order.

**14.5 APPEAL OF ADMINISTRATIVE DECISION** Within ten (10) working days or any granted extension of receipt of the Floodplain Administrator's decision concluding the administrative review, the property owner or owner's agent may appeal the decision pursuant to Section 13.

**14.6 FAILURE TO COMPLY WITH ORDER TO TAKE CORRECTIVE ACTION** If the Owner fails to comply with the order for corrective action, remedies may include administrative or legal actions, or penalties through court.

**14.7 OTHER REMEDIES** This section does not prevent efforts to obtain voluntary compliance through warning, conference, or any other appropriate means. Action under this part shall not bar enforcement of these Regulations by injunction or other appropriate remedy.

**14.8 Judicial Review**

Except as otherwise provided, persons subject to a hearing decision of the Park County Commission may appeal the decision to the district court pursuant to the contested case provisions of the Montana Administrative Procedure Act after the Department's appeals process is exhausted.

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## **SECTION 15. PENALTIES**

**15.1 MISDEMEANOR** Violation of the provisions of these Regulations or failure to comply with any of the requirements, including failure to obtain permit approval prior to development in the Regulated Flood Hazard Area except for an emergency, shall constitute a misdemeanor and may be treated as a public nuisance.

Any person who violates these regulations or fails to comply with any of its requirements shall, upon conviction thereof, be fined not more than \$100 or imprisoned for not more than 10 days or both. Each day's continuance of a violation shall be deemed a separate and distinct offense.

The Park County Attorney's Office may pursue civil action(s) against anyone found to be in violation of the Regulations.

### **15.2 DECLARATION TO THE FEDERAL FLOOD INSURANCE ADMINISTRATOR**

Upon finding of a violation and failure of the Owner to take corrective action as ordered, the Floodplain Administrator may submit notice and request a 1316 Violation Declaration to the Federal Insurance Administrator. The Federal Insurance Administrator has the authority to deny new and renewal flood insurance for a structure upon finding a valid violation declaration.

The Floodplain Administrator shall provide the Federal Insurance Administrator the following:

1. The name(s) of the property Owner(s) and address or legal description of the property sufficient to confirm its identity and location;
2. A clear and unequivocal declaration that the property is in violation of a cited State or local law, regulation or ordinance;
3. A clear statement that the public body making the declaration has authority to do so and a citation to that authority;
4. Evidence that the property owner has been provided notice of the violation and the prospective denial of insurance; and
5. A clear statement that the declaration is being submitted pursuant to section 1316 of the National Flood Insurance Act of 1968, as amended.

## **Schedule A—Fees**

Floodplain Permit without sanitation--\$200.

Floodplain Permit with sanitation--\$400.

Floodplain Permit Variance--\$300.

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