



**Benton  
County**

**COMMUNITY DEVELOPMENT  
DEPARTMENT**

Community Development Department

Office: (541) 766-6819  
360 SW Avery Avenue  
Corvallis, OR 97333

co.benton.or.us/cd

**APPLICATION**

**LAND DEVELOPMENT ACTIVITIES IN THE FLOODPLAIN**

File # \_\_\_\_\_

Fee: \$ \_\_\_\_\_

(SEE CURRENT FEE SCHEDULE)

(Large, complex projects requiring intensive staff review may be billed actual cost.)

**ALL SECTIONS MUST BE COMPLETED. ATTACH ADDITIONAL SHEETS IF NECESSARY.  
REVIEW WILL BEGIN ONLY WHEN THE APPLICATION IS DETERMINED TO BE COMPLETE**

**Applicant's Name:** \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

City & Zip: \_\_\_\_\_ Email: \_\_\_\_\_

**Owner's Name:** \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

City & Zip: \_\_\_\_\_ Email: \_\_\_\_\_

**Contractor's Name:** \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

City & Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Other individuals you want to receive notice of this application:

Name

Address

City & Zip

**General Property and Floodplain Information**

Assessor's Map & Tax Lot Number: T \_\_\_\_\_ S, R \_\_\_\_\_ W, Section(s) \_\_\_\_\_, Tax Lot(s) \_\_\_\_\_

Acreage: \_\_\_\_\_ Zoning: \_\_\_\_\_ Name of Waterway: \_\_\_\_\_

Flood Insurance Rate Map (FIRM) Panel No. 41003C \_\_\_\_\_ Flood Zone(s) for Project Site: \_\_\_\_\_

Existing structures on the property: \_\_\_\_\_

Current use(s) of the property: \_\_\_\_\_

Estimated Start Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

**Please attach a written statement and documentation addressing the following questions:**

1. What type of land development activity will take place (i.e., mining, dredging, filling, grading, paving, excavation, drilling, or other)?
2. What type of material will be removed or used for fill?
3. The current grade elevation of the location of the proposed activity is \_\_\_\_\_ m.s.l. (This information might be available from the Public Works Department.)

Source of data: \_\_\_\_\_

4. The Base (100-year) Flood Elevation (BFE) at the location of the proposed activity is \_\_\_\_\_ m.s.l.

Source of data: \_\_\_\_\_

5. Is the proposed activity to occur within a floodway: Yes\_\_\_\_ No\_\_\_\_ Floodway Undesignated\_\_\_\_\_
6. If the project is for in-stream habitat restoration, provide the following information:

- a.) Documentation that the project qualifies for a Department of the Army, Portland District *Regional General Permit for Stream Habitat Restoration* (NWP-2007-1023);
- b.) A feasibility analysis and certification that the project was designed to keep any rise in 100-year flood levels as close to zero as practically possible given the goals of the project prepared by a qualified professional (a Registered Professional Engineer; or staff of NRCS; the county; or fisheries, natural resources, or water resources agencies);
- c.) Documentation that no structures would be impacted by a potential rise in flood elevation; and,
- d.) A written statement identifying how monitor the project will be monitored, how problems will be corrected, and how you will ensure that flood carrying capacity remains unchanged.

7. Attach plans, engineering calculations and other information necessary to demonstrate compliance with the following, and to describe the location, design, and elevation of the proposed activity.

- a.) Describe whether the proposed activity will cause a negative effect on surrounding properties by changing the flow of floodwaters or increase flood elevations in the immediate vicinity. Describe the basis for your conclusions.
- b.) If the proposed activity is located in a designated **floodway** the applicant must demonstrate that the cumulative impact of the proposed development will not increase the elevation of the base flood. A licensed architect or professional engineer must certify to this fact.
- c.) If the proposed activity is located in an area which is **outside the floodway**, the applicant must clearly demonstrate that the elevation of the base flood will not increase more than one (1) foot. Please use attachments to demonstrate compliance.

8. Do you plan any mitigative measures to alleviate potential impacts described in #7 above? Please describe.
9. If you have applied for a permit from the following state agencies, include a copy with this application packet and explain:

- Department of State Lands (503-378-3805) for alteration to wetlands, a stream channel or body of water;
- Department of Water Resources (503-378-8130) for creating a water impoundment;
- Department of Geology and Mineral Industries (503-378-3066) for extraction and exploration for minerals or aggregate.

10. Attach an accurate scale drawing of the property, showing the locations of existing structures, roads, water supply, subsurface sewage system, easements, driveways, etc., and the location of all proposed development, structures, and/or improvements. Show setback distances to property lines for all improvements. Label all tax lot(s).
11. Attach a copy of the portion of the Flood Insurance Rate Map that pertains to the property and indicate the location of the proposed development activities.
12. Is the only access or proposed access to the property via a road that crosses a railroad? Yes \_\_\_ No \_\_\_  
If yes, please draw the location on your map and describe.

**Signature(s)**

I hereby certify that I am the legal owner of the above noted property or owner's agent; that I desire to apply for the Floodplain activity indicated in this application with attachments; that the information contained herein is true and accurate to the best of my knowledge; and that the requested permit would not violate any deed restrictions attached to the property involved.

|                                    |      |
|------------------------------------|------|
| Owner/Contract Purchaser Signature | Date |
| Owner/Contract Purchaser Signature | Date |

*For Office Use Only*

Date Application Received: \_\_\_\_\_ Receipt Number: \_\_\_\_\_ By: \_\_\_\_\_

File Number Assigned: \_\_\_\_\_ Planner Assigned: \_\_\_\_\_

Date Application Deemed Complete: \_\_\_\_\_