



City of Sundance; 213 Main Street; PO Box 542; Sundance, WY 82729-0542  
 Phone 307-283-3451, Fax 307-283-3452

## FLOODPLAIN DEVELOPMENT PERMIT

**SECTION 1: General Provisions (*APPLICANT* to read and sign):**

1. No work of any kind may be started until such time that a permit has been issued.
2. This permit may be revoked if any false statements are made herein.
3. If this permit is revoked, all work must cease until such time that the permit is re-issued.
4. Any development or building shall not be utilized or occupied until a Certificate of Occupancy is issued.
5. This permit will expire if no work is commenced within two (2) years of issuance.
6. The Applicant is hereby informed that other permits may be required to fulfill local, state, and federal requirements.
7. The Applicant hereby gives consent to the Local Floodplain Administrator or his/her representative to make reasonable inspections to verify compliance with this permit and all pertinent City Standards and Regulations.
8. *AS THE APPLICANT, I CERTIFY THAT ALL STATEMENTS HEREIN AND IN ANY ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE.*

**(APPLICANT'S SIGNATURE)** \_\_\_\_\_ **(DATE)** \_\_\_\_\_

**(EMAIL ADDRESS)** \_\_\_\_\_

**SECTION 2: Proposed Development (to be completed by the *APPLICANT*):**

NAME	ADDRESS	PHONE NUMBER
↑ <i>APPLICANT</i>		
↑ <i>CONTRACTOR/BUILDER</i>		
↑ <i>ENGINEER</i>		

**PROJECT LOCATION**

Please provide adequate information to allow the Floodplain Administrator to easily identify the project location. The following information is required: Parcel address (if available), lot number or legal description (attach), and an exhibit map (attach) showing the project location that includes the parcel boundaries.

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PROJECT INFORMATION (Check all applicable boxes)

A. STRUCTURAL DEVELOPMENT

ACTIVITY

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

STRUCTURE TYPE

- Residential
- Commercial
- Floodproofing
- Combined Use (*Residential & Commercial*)
- Manufactured (Mobile) Home (*In Mobile Home Park?*  Yes)
- Enhanced Manufactured Home (EMH)
- Fence
- Other

ESTIMATED COST OF PROJECT \$ \_\_\_\_\_

B. OTHER DEVELOPMENT ACTIVITIES

- Clearing
- Fill
- Mining
- Drilling
- Grading
- Excavation (*separate from Structural Development items, checked above*)
- Watercourse Alteration (*includes dredging and channel modifications*)
- Drainage Improvements (*includes culvert installation for driveways, etc.*)
- Road, Street, or Bridge Construction
- Subdivision (*new or expansion*)
- Private Water, Sanitary Sewer, or Storm Sewer System (*not to be owned or maintained by City*)
- Other (*please specify*) \_\_\_\_\_

**SECTION 3: Additional Information Required (all applicable items to be completed/submitted by the *APPLICANT or AGENT*):**

- A site plan showing the location of all existing structures, bodies of water, adjacent roads, lot dimensions, and proposed development.
- Structure design plans (drawn to scale) including where applicable: details for anchoring structures, proposed elevation of lowest floor (including basement), types of water-resistant materials used below the first floor, details of floodproofing of utilities located below the first floor, and details of enclosures below the first floor.
- Subdivision or other Development plans. (If the subdivision or other development exceeds 50 lots or 5 acres, whichever is lesser, the Applicant MUST provide 100-YR Base Flood Elevations (BFEs), if they are not otherwise available from FEMA)
- Plans showing the extent of watercourse relocation and/or landform alterations.
- Change in water elevation \_\_\_\_\_ ft.
  - Meets ordinance limits on elevation increases
  - Yes  No



APPEALS

Appealed to Land Use Planning Commission?  Yes  No

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

Land Use Planning Commission Decision – Approved?  Yes  No

Reasons/Conditions:

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**SECTION 6: As-Built Elevations (to be submitted by the *APPLICANT or AGENT* prior to Certificate of Occupancy being issued):**

The following information must be provided for structures that are part of this Application. This section must be completed by a Registered Professional Engineer or Land Surveyor (or attach a Certification to this Application if it is desired to utilize a separate form). Complete 1 and 2 below.

1. Actual (As-Built) Elevation of the lowest floor of the lowest enclosed area (including basement, if the basement includes any living areas, i.e. family rooms, bedrooms, laundry areas) is: \_\_\_\_\_ ft.
2. Actual (As-Built) Elevation of floodproofing protection is \_\_\_\_\_ ft.

**SECTION 7: Compliance Action (to be completed by the *Floodplain Administrator*):**

This section will be completed as applicable based on inspection of the project to ensure compliance with the City of Sundance’s ordinances for flood damage prevention.

INSPECTIONS

DATE: \_\_\_\_\_ BY: \_\_\_\_\_ DEFICIENCIES?  YES  NO

DATE: \_\_\_\_\_ BY: \_\_\_\_\_ DEFICIENCIES?  YES  NO

DATE: \_\_\_\_\_ BY: \_\_\_\_\_ DEFICIENCIES?  YES  NO

**SECTION 8: Certificate of Occupancy (to be completed by the *Floodplain Administrator*):**

Certificate of Occupancy issued: DATE: \_\_\_\_\_ BY: \_\_\_\_\_