



Floodplain Review Application

Submittal Requirements

1. **Completed Application**
2. **Detailed Letter of Explanation** and justification for the proposed project. Address the project's compliance with each of the approval criteria below:
 - a. The variance will not increase Base Flood elevation levels within a designated floodway;
 - b. The variance is the minimum necessary to afford flood relief;
 - c. There is good and sufficient cause to grant the variance, and failure to grant the variance would result in exceptional hardship to the applicant, and that granting the variance will not result in increased flood heights, threaten public safety, cause extraordinary public expense, create nuisances, degradation or victimization of the public, or conflict with local laws or ordinances; and
 - d. The variance is consistent with the National Flood Insurance Program and general zoning law principles;
3. **Statement of Legal Interest** (download [form](#)). Form must be completed by the legal owner of record.
4. **Detailed Site Plan** which includes:
 - a. Drawing scale
 - b. All existing and proposed structures labeled with their size and existing and/or proposed uses.
 - c. North arrow.
 - d. Name of applicant, plan preparer, project name and project address on title block.
 - e. Size of parcel (acres or square feet), property lines, and all required setbacks with dimensions.
 - f. Locations and widths of right-of-way, easements, canals, ditches, drainage facilities, or significant grade changes, and note any proposed changes or improvements.
 - g. Usable open space areas with dimensions and total size.
 - h. Parking and loading areas with stalls and drive aisles.



PLANNING AND DEVELOPMENT SERVICES

BOISE CITY HALL: 150 N. CAPITOL BLVD | MAIL: PO BOX 500, BOISE ID 83701-0500

CITYOFBOISE.ORG/PDS | P: 208-608-7100 | F: 208-384-3753 | TTY/TTD: 800-377-3529

- i. Solid waste storage and collection plan with proposed screening method.
 - j. Spot elevations or a topographic map.
 - k. The following floodplain information:
 - i. Flow line of the Boise River at 6500 cfs as measured at the site (Available from Public Works)
 - ii. Floodway boundary line and elevations (FEMA Map, available from <https://hazards-fema.maps.arcgis.com/apps/webappviewer/index.html?id=8b0adb51996444d4879338b5529aa9cd>)
 - iii. Floodplain boundary line and elevations (FEMA Map, available from <https://hazards-fema.maps.arcgis.com/apps/webappviewer/index.html?id=8b0adb51996444d4879338b5529aa9cd>).
5. **Location of existing or proposed structures** with the elevations of the lowest floor.
 6. **Any proposed modifications or fill** within the floodway or floodplain with existing/proposed elevations.
 7. **Engineered Plan, with Elevations**, of any flood control or bank stabilization structures/measures that are proposed, together with engineer's statement of any possible impacts on adjoining property owners, including those across the body of water.
 8. **Landscaping Plan (site and landscape plan may be combined if all required info is included)** for the vegetation, or revegetation of the 25' riparian setback using trees, shrubs and grasses approved by the Idaho Fish & Game Department and Parks & Recreation, Public Works, or Planning & Development Services.
 9. **Copy of any Application** made to the Department of Water Resources, Army Corps of Engineers and the Federal Emergency Management Agency (LOMC Process).
 10. **Site Photos** colored and labeled, of the site and surrounding area.
 11. **For Accessory Structures** show the following:
 - a. Square footage of structure
 - b. Flood damage resistant material
 - c. Anchoring to prevent flotation, collapse, or lateral movement