FLOODPLAIN EMERGENCY NOTIFICATION FORM

Date of Initial Contact: _____ **Via:** ☐ **Phone** ☐ **Walk-In** ☐ **Email** ☐ **Letter**

This form is required to be used by a landowner or their representative to notify the Floodplain Administrator of projects undertaken during an emergency to safeguard life or structures. This form shall be submitted to the Floodplain Administrator within five (5) days of the action taken as a result of an emergency.

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 the Cascade County Floodplain Regulations.
A person who has undertaken an emergency action may be required to modify or remove the emergency project in order to meet the permit requirements.

Section A: Contact Information

Applicant's Name:_____

Address: _____ **Phone:**_____

City: _____ **State:**_____ **Zip code:**_____

Legal description and/or address of property and project location:_____

_____

Landowner's Name, if different from above:_____

Applicant's Name:_____

Address: _____ **Phone:**_____

City: _____ **State:**_____ **Zip code:**_____

Section B: Emergency Project Information

1. **Description of emergency project (check all that apply):**
   ☐ Fill ☐ Riprap ☐ Other Protection Measures – Describe: _____
   ☐ Other (Describe)_____

2. **Existing use (check one):**

☐ Residential ☐ Non-Residential ☐ Mixed-Use ☐ Vacant Ground

☐ Other (Describe)_____

3. **Critical facility?**

☐ Yes (Describe Facility):_____

☐ No (Such as Hospital or Police Station)

4. **Critical infrastructure?**

☐ Yes (Describe Infrastructure): _____

☐ No (Such as Arterial Road, Bridge, Sewer Facilities and Lines)

5. **What is the basis of the emergency activity?**

_____

_____

6. **What are the impacts if the emergency work was not performed?**

_____

_____

7. **Is the artificial obstruction or action to protect publicly owned infrastructure?**

_____

_____

8. **If yes, describe the structure or action and infrastructure to be protected?**

_____

_____

9. **Generally, describe the emergency work activity including the type and amount of material used for the emergency activity.**

_____

_____

10. **What type of equipment was used and/or will be used to complete the activity?**

_____

_____

Section C: Floodplain Information

11. Base flood elevation: 100-year flood level_____

12. Is the project in the Floodway, Flood Fringe, or Flood Plain?_____

13. Regulatory freeboard protection elevation:_____

14. Floodplain Management regulatory area of: _____ **(○City or ○County)**

15. FIRM Panel Number: _____

16. If available, photos of the project before, during, and on after the emergency work should be attached.

Section D: Certification

The undersigned hereby certifies that the above information, along with the attached plans and project descriptions, is correct. The undersigned agrees to comply with the provisions of the Cascade County Floodplain and all other laws and ordinances affecting the emergency repair and replacement of severely damaged artificial obstructions. This does not waive any other permits that may be required. The undersigned understands that they may be required to modify or remove the emergency project in order to meet the Cascade County Floodplain Regulations.

Signature of Applicant:_____ Date:_____

Signature of Landowner: _____ Date:_____

OFFICE USE ONLY

Date Emergency Action was Initiated: _____
Date Emergency Action form was submitted: _____
Date that complete Floodplain Permit Application was submitted: _____

Notes/Conditions: