



## DEVELOPMENT BULLETIN A7 FLOOD CONTROL ZONE PERMIT

City of Tukwila  
Public Works Department  
206-433-0179

The Flood Control Zone permit (FCZP) is part of the City's program to minimize public and private losses due to flooding. The Public Works Department administers the permitting process and determines if your project requires an FCZP.

### **What is an FCZP?**

An FCZP grants permission to construct, develop or substantially improve a structure within a flood hazard area, a flood-prone area, or a shoreline. An FCZP does not replace the need to obtain other permits such as a building permit, land-altering permit, shoreline permit, HPA, or CORPS permits. The permit helps ensure the project will meet Endangered Species Act (ESA) requirements and Federal Emergency Management Agency requirements for flood insurance.

### **When is an FCZP required?**

An FCZP application is required before construction or development begins within a special flood hazard area, a flood-prone area or the shoreline. Construction or development includes any man-made change of improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation, drilling operations, or storage of equipment or materials.

### **When is a project exempt from the FCZP requirement?**

The following are exempt from the FCZP requirement:

- Any repair, reconstruction, rehabilitation, addition or other improvement of an existing structure, when the cost is less than 50 percent of the assessed value of the structure either:
  - before the improvement or repair is started, or
  - *before* damage occurred, if the structure is being restored.
- Any improvement of a structure made in order to comply with existing state or local health, sanitary or safety code specifications.
- Any alteration of a structure listed on the national Registry of Historic Places or a state inventory of historic places.

To apply for an exemption, you must provide a written request stating the reason the project qualifies. A cost estimate and tax assessment, historic places documentation, or other documentation to support the request must accompany the request.

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#### **What does the Applicant provide when submitting for an FCZP?**

Please refer to TMC 16.52 for detailed submittal requirements. At a minimum, submit the following to ensure you have a complete FCZP application:

- Completed Miscellaneous Permit Application
- Completed Elevation Certificate or Flood-proof Certificate
- A habitat assessment or an ESA determination from a federal permitting authority that the project is compliant with the Endangered Species Act.
- Description of the extent to which any watercourse will be altered
- Four sets of plans drawn using NGVD 1929, directly or converted, with topography at one-foot intervals. For projects in zones shown on a FIRM or within a shoreline, a Professional Engineer, licensed Architect or a registered Land Surveyor must prepare the plans. In other designated flood areas, the owner or owner's representative can prepare the plans.

#### **What happens after the permit is issued?**

The Applicant constructs the project according to the plans and the permit conditions. When the project is completed, the Elevation Certificate or Flood-proofing Certificate is completed according to the directions with the certificate. Generally, the Applicant will not receive a Certificate of Occupancy until the Public Works Inspector reviews the project for compliance to the certificate and to the permit conditions.

The Department retains the Certificate for the Department of Ecology, which administers the floodplain management for the Federal Insurance Agency.

#### References

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TMC 16.52 Floodplain Management  
TMC 18.44 Shoreline Overlay District  
Policy 2001-1-1

*This Bulletin should not be used as a substitute for codes and regulations. Your project will be reviewed for specific compliance to codes and regulations.*