

- C. Use allowances, design and construction requirements specifically in chapters 5, 6, 9, and 10 in these regulations vary by the specific Floodplain areas including areas identified as Floodway and Flood Fringe within the Regulated Flood Hazard Area.

14-4-2: INTERPRETATION OF REGULATED FLOOD HAZARD AREA BOUNDARIES:

- A. The mapped boundaries of the Floodplain illustrated in the referenced studies and maps in this section are a guide for determining whether property is within the Regulated Flood Hazard Area.
- B. A determination of the outer limits and boundaries of the Regulated Flood Hazard Area or the Flood Fringe and Floodway within the Regulated Flood Hazard Area includes an evaluation of the maps as well as the particular study data referenced in this section. Supporting study material for Base Flood Elevations takes precedence over any map illustrations if it exists.
- C. The Regulated Flood Hazard Area boundary is delineated by the Base Flood Elevation. The physical field regulatory boundary of the Regulated Flood Hazard Area is the actual intersection of the applicable study Base Flood Elevation with the existing adjacent terrain of the watercourse or drainway. (ARM 36.15.501(6))
- D. The Floodway boundary where identified within the Floodplain is as illustrated on the referenced maps and studies. Since the Floodway boundary is a study feature, the location of the boundary may be physically located by referencing the study data to a ground feature. The Floodplain Administrator's interpretation of the boundary and decision may be appealed as set forth in chapter 13.
- E. The Floodplain Administrator may request additional information described below to determine whether or not the proposed development is within the Regulated Flood Hazard Area:
 - 1. Where Base Flood Elevations exist, the property owner may provide additional information which may include elevation information provided by an engineer or land surveyor in order to determine if the proposed development is subject to these regulations. (ARM 36.15.501(6))
 - 2. Where Base Flood Elevations do not exist, the property owner may provide additional information to be considered to determine the location of the regulatory boundary or alternatively provide a computed Base Flood Elevation provided by an engineer.
 - 3. The Floodplain Administrator's interpretation of the boundaries and decision may be appealed as set forth in chapter 13.
- F. Any owner or lessee of property who believes his property has been inadvertently included in the Regulated Flood Hazard Area including the Floodway or Flood Fringe may submit scientific and/or technical information to the Floodplain Administrator for a determination if the property is appropriately located. Scientific or technical information submitted to FEMA by an owner to affect the insurance rating for insurance purposes may be considered by the Floodplain Administrator. A determination by the Floodplain Administrator is independent of any determination by FEMA for insurance purposes.

14-4-3: ALTERATION OF REGULATED FLOOD HAZARD AREA:

- A.** Revisions or updates to the specific maps and data that alter the established Floodplains or Floodway of the Regulated Flood Hazard Area requires DNRC approval pursuant to 75-5-203, MCA. An alteration of the Regulated Flood Hazard Area is a DNRC approved amendment to the DNRC order that originally delineated and designated the 100-year floodplain and is the basis of the Regulated Flood Hazard Area referenced in Section 4-1-2. A DNRC approved alteration consists of revisions or updates to the specific maps and data of the referenced studies in this section and forms the basis for an amendment to the Regulated Flood Hazard Area in these regulations; (ARM 36.15.505)
- B.** Any change to the Regulated Flood Hazard Area as a result of a DNRC alteration is effective upon amendment to the Regulated Flood Hazard Area described in section 4.1.1;
- C.** Substantial natural physical change or new technical or scientific flood data showing that the Base Flood Elevation has or may be changed or was erroneously established shall be brought to the attention of DNRC and FEMA; (ARM 36.15.505(1)(a)) (44 CFR 65.3)
- D.** Any Floodplain permit application for a proposed development or artificial obstruction must be denied until a DNRC alteration pursuant to 76-5-203, MCA is approved if it causes an increase of 0.5 feet or more to the Base Flood Elevation of a Regulated Flood Hazard Area without a Floodway or an increase of more than 0.00 feet to the Base Flood Elevation of a Floodway.
- E.** To propose an alteration a petition must be submitted to DNRC and must include the following information:
 - 1.** Certification that no buildings are located in the areas which would be impacted by the increased Base Flood Elevation; (44 CFR 65.12(a)(5))
 - 2.** Evidence of notice to all property and land owners of the proposed impacts to their properties explaining the proposed impact on their property; (44 CFR 65.12(a)(3))
 - 3.** Information that demonstrates that alternatives are not feasible; (44 CFR 65.12(2))
 - 4.** Information that demonstrates that development is for a public use or benefit; and
 - 5.** Any other supporting information and data as needed for approvals. ((ARM 36.15.505) (44 CFR 60.3(c)(10)) (44 CFR 60.3(d)(3)) (44 CFR 65.7(3)) (44 CFR 65.12))
- F.** The Floodplain Administrator may represent the permit authority for any necessary applications, approvals or endorsements such as the FEMA Community Acknowledgement Form to FEMA where affecting the FEMA Special Flood Hazard Area;
- G.** A determination by the Floodplain Administrator that land areas located within the Regulated Flood Hazard Area are above the Base Flood Elevation as proven by a certified elevation survey does not constitute or require an alteration or an amendment of the Regulated Flood Hazard Area and may be maintained as a

public record that more explicitly defines the Regulated Flood Hazard Area boundary; and

- H. Elevating with suitable fill as permitted does not alter the Regulated Flood Hazard Area or remove the elevated area from the Regulated Flood Hazard Area. (ARM 36.15.505(2))
- I. A floodplain permit implementing the physical change cannot be approved until a CLOMR has been issued by FEMA.

CHAPTER 5
**USES ALLOWED WITHOUT A PERMIT WITHIN THE
REGULATED FLOOD HAZARD AREA**

SECTION:

- 14-5- 1: General
- 14-5- 2: Open Space Uses

14-5-1: GENERAL:

Existing artificial obstructions or nonconforming uses established before land use regulations pursuant to section 76-5-301, MCA were effective, are allowed without a permit. However, alteration or substantial improvement of an existing artificial obstruction or nonconforming use requires a floodplain permit. Maintenance of an existing artificial obstruction or nonconforming use does not require a floodplain permit if it does not cause an alteration or substantial improvement. (MCA 76-5-404(3))

14-5-2: OPEN SPACE USES:

The following open space uses shall be allowed without a permit in the Regulated Flood Hazard Area, provided that such uses are not prohibited by any other regulation or statute, do not require structures, and do not require fill, grading, excavation or storage of materials or equipment: ((ARM 36.15.601) (ARM 36.15.701)(1) (MCA 76-5-401) (MCA 76-5-404(3))

- A. Agricultural uses, not including related structures, such as tilling, farming, irrigation, ranching, harvesting, grazing, etc; ((ARM 36.15.601(1)(a)) (MCA 76-5-401(1)))
- B. Accessory uses, not including structures, such as loading and parking areas, or emergency landing strips associated with industrial or commercial facilities; ((ARM 36.15.601(1)(b)) (MCA 76-5-401(2),))
- C. Forestry, including processing of forest products with portable equipment; ((ARM 36.15.601(1)(d)) (MCA 76-5-401(4)))
- D. Recreational vehicle use provided that the vehicle is on the site for fewer than 180 consecutive days and the vehicle is fully licensed and ready for highway use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system with wheels intact, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; (44 CFR 60.3(c)(14))
- E. Residential uses such as lawns, gardens, parking areas, and play areas; ((ARM 36.15.601(1)(e)) (MCA 76-5-401(5)))

- F. Maintenance of the existing state of an existing open space uses including preventive maintenance activities such as bridge deck rehabilitation and roadway pavement preservation activities. Maintenance cannot increase the external size or increase the hazard potential of the existing open space use; (MCA 76-5-404(3)(b))
- G. Public or private recreational uses not requiring structures such as picnic grounds, swimming areas, boat ramps, parks, campgrounds, golf courses, driving ranges, archery ranges, wildlife management and natural areas, alternative livestock ranches (game farms), fish hatcheries, shooting preserves, target ranges, trap and skeet ranges, hunting and fishing areas, and hiking and horseback riding trails; (ARM 36.15.601(a)(c)) (MCA 76-5-401,))
- H. Fences that have a low impact to the flow of water such as barbed wire fences and wood rail fences, and not including permanent fences crossing channels. Fences that have the potential to stop or impede flow or debris such as a chain link or privacy fence requires a floodplain permit and meet the requirements of section 9.11; (ARM 36.15.601(2)(b)) (MCA 76-5-401))
- I. Addition of highway guard rail, signing and utility poles that have a low impact to the flow of water along an existing roadway.
- J. Irrigation and livestock supply wells, provided that they are located at least 500
 - a. feet from domestic water supply wells and with the top of casing 18" above the Base Flood Elevation. ((ARM 36.15.601(2)(a)) (MCA 76-5-401) (ARM 36.21.647))

CHAPTER 6
**PROHIBITED USES, ACTIVITIES AND STRUCTURES
 WITHIN THE REGULATED FLOOD HAZARD AREA**

SECTION:

- 14-6- 1: Floodway
- 14-6- 2: Flood Fringe Or Regulated Flood Hazard Area Without A Floodway

14-6-1: FLOODWAY:

The following artificial obstructions and nonconforming uses are prohibited in the Floodway of the Regulated Flood Hazard Area, except for those established before land use regulations pursuant to section 76-5-301, MCA have been adopted: (MCA 76-5-404(3))

- A. A building for residential or non-residential purposes; (MCA 76-5-403(1), (ARM 36.15.605)(1a)), (ARM 36.15.605(2b), (ARM 36.15.605(2)(a)).
- B. A structure, fill, or excavation that would cause water to be diverted from the Floodway, cause erosion, obstruct the natural flow of waters or reduce the carrying capacity of the Floodway. Notwithstanding these requirements, excavation or fill may be allowed when it is a component to a permitted use allowed in these regulations; (MCA 76-5-403(2)).

- C. The construction or storage of an object (artificial obstruction) subject to flotation or movement during flood level periods; (MCA 76-5-403(3) and ARM 36.15.605(1)(c))
- D. Solid and hazardous waste disposal and individual and multiple family sewage disposal systems unless the systems meet the local health and sanitation regulations and when permitted pursuant to these regulations and are designed to minimize or eliminate infiltration of flood waters and avoid impairment or contamination; ((ARM 36-15-605(2c)) (44 CFR 60.3(a)(3)))
- E. Storage of toxic, flammable, hazardous or explosive materials; and (ARM 36.15.605(2d))
- F. Cemeteries, mausoleums, or any other burial grounds.

14-6-2: FLOOD FRINGE OR REGULATED FLOOD HAZARD AREA WITHOUT A FLOODWAY:

The following artificial obstructions and nonconforming uses are prohibited in the Flood Fringe or Regulated Flood Hazard Area without a Floodway, except for those established before land use regulations have been adopted:

(MCA 76-5-404(3))

- A. Solid and hazardous waste disposal and individual and multiple family sewage disposal systems unless the systems meet the local health and sanitation regulations and when permitted pursuant to these regulations and are designed to minimize or eliminate infiltration of flood waters and avoid impairment or contamination; ((ARM 36-15-703(1)) (44 CFR 60.3(a)(3)))
- B. Storage of toxic, flammable, hazardous or explosive materials; (ARM 36-15-703(2))
- C. The construction or storage of an artificial obstruction subject to flotation or movement during flood level periods;
- D. Cemeteries, mausoleums, or any other burial grounds; and
- E. Critical facilities, including buildings and associated structures that provide essential community care and emergency operation functions such as schools, hospitals, nursing home facilities, fire stations and police stations. (44CFR 60.22(a)(2))

CHAPTER 7

FLOODPLAIN PERMIT APPLICATION REQUIREMENTS

SECTION:

14-7- 1: General

14-7- 2: Required Floodplain Permit Application Information

14-7-1: GENERAL:

- A. A Floodplain permit is required for a person to establish, alter or substantially improve an artificial obstruction, nonconforming use or development within the Regulated Flood Hazard Area; ((44 CFR 60.1) (MCA 76-5-404) (ARM 36.15.204(2)(a)))

- B. A Floodplain permit is required for artificial obstructions, developments and uses not specifically listed in chapters 9 and 10, except as allowed without a Floodplain permit in chapter 5, or as prohibited as specified in chapter 6, within the Regulated Flood Hazard Area;
- C. Artificial obstructions and nonconforming uses in a Regulated Flood Hazard Area not exempt under chapter 5 are public nuisances unless a Floodplain permit has been obtained; (MCA 76-5-404(1))
- D. A Floodplain permit is required for an alteration of an existing artificial obstruction or nonconforming use that increases the external size or increases its potential flood hazard and not exempt under chapter 5; ((MCA 76-5-404(3)(b)) (ARM 36.15.204(2)(a)))
- E. A Floodplain permit is required to reconstruct or repair an existing artificial obstruction that has experienced substantial damage and will undergo substantial improvement; and
- F. Maintenance of an existing artificial obstruction or use that is a substantial improvement or an alteration requires a Floodplain permit. (MCA 76-5-404(3)(b))

14-7-2: REQUIRED FLOODPLAIN PERMIT APPLICATION INFORMATION:

- A. A Floodplain permit application shall include, but is not limited to the following:
 1. A completed and signed Floodplain Permit Application;
 2. The required review fee;
 3. Plans in duplicate drawn to scale showing the location, dimensions, and elevation of the proposed project including landscape alterations, existing and proposed structures, and the location of the foregoing in relation to the Regulated Flood Hazard Areas and if applicable the Floodway boundary; ((MCA 76-5-405) (ARM 36.15.216))
 4. A copy of other applicable permits or pending applications required by Federal or State law as submitted which may include but are not limited to a 310 permit, SPA 124 permit, section 404 Permit, 318 Authorization, 401 Certification or a Navigable Rivers Land Use License or Easement for the proposed project; and the applicant must show that the Floodplain permit application is not in conflict with the relevant and applicable permits; and (44 CFR 60.3(a)(2))
 5. Additional information related to the specific use or activity that demonstrates the design criteria and construction standards are met or exceeded as specified in chapters 9 and 10. ((MCA 76-5-405) (ARM 36.15.216))

**CHAPTER 8
FLOODPLAIN PERMIT APPLICATION EVALUATION**

SECTION:

- 14-8- 1: Floodplain Permit Application Review
- 14-8- 2: Notice Requirements For Floodplain Permit Applications
- 14-8- 3: Floodplain Permit Criteria
- 14-8- 4: Decision
- 14-8- 5: Floodplain Permit Conditions And Requirements

14-8-1: FLOODPLAIN PERMIT APPLICATION REVIEW:

- A. The Floodplain Administrator shall review and evaluate the Floodplain permit application and shall approve, approve with conditions, or deny the application within 60 days of receipt of a correct and complete application. (MCA 76-5-405(2))
- B. The Floodplain Administrator shall determine whether the Floodplain permit application contains the applicable elements required in these regulations and shall notify the applicant of the Floodplain Administrator's determination.
- C. If the Floodplain permit application is found to be missing the required elements and if the applicant corrects the identified deficiencies and resubmits the Floodplain application, the Floodplain Administrator shall notify the applicant whether the resubmitted Floodplain application contains all the elements required by these regulations, as applicable.
- D. This process shall be repeated until the applicant submits a completed Floodplain permit application containing all the elements required by these regulations, or the application is withdrawn.
- E. If after a reasonable effort the Floodplain Administrator determines that the Floodplain application remains incomplete, the Floodplain Administrator shall deny the Floodplain permit application and notify the applicant of missing elements. No further action shall be taken on the Floodplain permit application by the Floodplain Administrator until the Floodplain permit application is resubmitted.
- F. A determination that a Floodplain permit application is correct and complete for review does not ensure that the Floodplain permit application will be approved or conditionally approved and does not limit the ability of the Floodplain Administrator to request additional information during the review process.

14-8-2: NOTICE REQUIREMENTS FOR FLOODPLAIN PERMIT APPLICATIONS:

- A. Upon receipt of a complete application for a Floodplain permit, the Floodplain Administrator shall prepare a notice containing the facts pertinent to the Floodplain permit application and shall:
 - 1. Publish the notice at least once in a newspaper of general circulation in the area; (ARM 36.15.204(2)(c))
 - 2. Serve notice by first-class mail upon adjacent property owners; (ARM 36.15.204(2)(c))
 - 3. Serve notice to the State National Flood Insurance Program Coordinator located in DNRC by the most efficient method. Notice to other permitting agencies or other impacted property owners may be provided; and
 - 4. Prior to any alteration or relocation of a watercourse in the Regulated Flood Hazard Area, additionally provide notice to FEMA and adjacent communities. (44 CFR 60.3 (b)(6))
- B. The notice shall provide a reasonable period of time, not less than 15 days, for interested parties to submit comments on the proposed activity. (ARM 36.15.204(2)(c))

14-8-3: FLOODPLAIN PERMIT CRITERIA:

- A. Floodplain permit applications shall be approved provided the proposed new construction, substantial improvement, or alteration of an artificial obstruction

- meets the requirements of the minimum standards and criteria in chapters 9 and 10 and other requirements of these regulations. ((MCA 76-5-406) (44 CFR 60.3))
- B. A Flood Plain permit application for a development that will cause an increase of more than 0.00 feet to the Base Flood Elevation of the Floodway or more than 0.50 feet to the Base Flood Elevation of the Regulated Flood Hazard Area without a Floodway shall not be approved until approval for an Alteration pursuant to section 114-4-3 has been approved, the Regulated Flood Hazard Area is amended and a FEMA CLOMR where required is issued.
 - C. The Floodplain Administrator shall determine that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including section 404 of the Federal Water Pollution Control Act Amendment of 1972, 36 U.S.C. 1334.(44 CFR 60.3(a)(2))

14-8-4: DECISION:

- A. The Floodplain Administrator shall approve, conditionally approve, or deny the proposed Floodplain permit application. The Floodplain Administrator shall notify the applicant of his action and the reasons thereof within 60 days of receipt of a correct and complete Floodplain permit application unless otherwise specified. A copy of the approved Floodplain permit must be provided to DNRC. ((MCA 76-5-405(2)) (ARM 36.15.204(2)(e))
- B. The approval of a Floodplain permit application does not affect any other type of approval required by any other statute or ordinance of the state or any political subdivision or the United States, but is an added requirement. (MCA 76-5-108)

14-8-5: FLOODPLAIN PERMIT CONDITIONS AND REQUIREMENTS:

- A. Upon approval or conditional approval of the Floodplain permit application, the Floodplain Administrator shall provide the applicant with a Floodplain permit with applicable specific requirements and conditions including but not limited to the following:
 1. The Floodplain permit will become valid when all other necessary permits required by Federal or State law are in place;(44 CFR 60.3(a)(2))
 2. Completion of the development pursuant to the Floodplain permit shall be completed within one year from the date of Floodplain permit issuance or a time limit commensurate with the project construction time line for completion of the project or development. The applicant may request an extension for up to an additional year. The request must be made at least 60 days prior to the permitted completion deadline;
 3. The applicant shall notify subsequent property owners and their agents and potential buyers of the Floodplain development permit issued on the property and that such property is located within a Regulated Flood Hazard Area and shall record the notice with the Floodplain Administrator; (ARM 36.15.204(2)(g))
 4. The applicant shall maintain the artificial obstruction or use to comply with the conditions and specifications of the permit;
 5. The applicant shall allow the Floodplain Administrator to perform on site inspections at select intervals during construction or completion;

6. The applicant shall provide periodic engineering oversight and/or interim reports during the construction period to be submitted to the Floodplain Administrator to confirm constructed elevations and other project elements;
7. The applicant shall submit a compliance report including certifications where required and applicable including flood proofing, elevation, surface drainage, proper enclosure openings and materials to the Floodplain Administrator within 60 days of completion or other time as specified;
8. The applicant shall submit an annual performance and maintenance report on bank stabilization or other projects utilizing maturing vegetative components to the Floodplain Administrator for a period of 5 years or a time specified in the permit; or
9. The applicant shall submit evidence of a submittal of a FEMA Letter of Map Revision (LOMR) to FEMA and applicable fees within 6 months of project completion and proceed with due diligence for acceptance of the document and necessary supporting materials by FEMA. (44 CFR 65.3)

CHAPTER 9 DEVELOPMENT REQUIREMENTS IN THE FLOODWAY

SECTION:

- 14-9- 1: Uses Requiring Permits
- 14-9- 2: General Requirements
- 14-9- 3: Mining Of Material Requiring Excavation From Pits Or Pools
- 14-9- 4: Railroad, Highway And Street Stream Crossings
- 14-9- 5: Limited Filling For Road And Railroad Embankments
- 14-9- 6: Buried Or Suspended Utility Transmission Lines
- 14-9- 7: Storage Of Materials And Equipment
- 14-9- 8: Domestic Water Supply Wells
- 14-9- 9: Buried And Sealed Vaults For Sewage Disposal In Campgrounds
And Recreational Areas
- 14-9-10: Public And Private Campgrounds
- 14-9-11: Structures Accessory Or Appurtenant
- 14-9-12: Construction Of Or Modifications To Surface Water Diversions
- 14-9-13: Flood Control And Stream Bank Stabilization Measures
- 14-9-14: Stream And Bank Restoration
- 14-9-15: Existing Residential And Non-Residential Buildings In The
Floodway

14-9-1: USES REQUIRING PERMITS:

Artificial obstructions including alterations and substantial improvements, specifically listed in sections 14-9-3 to 14-9-15 may be allowed by permit within the Floodway, provided the General Requirements in section 14-9-2 and the applicable requirements in sections 14-9-3 to 14-9-15 are met.

14-9-2: GENERAL REQUIREMENTS:

An application for a permit shall meet the following requirements:

- A. All projects shall be designed and constructed to ensure that they do not adversely affect the flood hazard on other properties and are reasonably safe from flooding;
- B. All projects shall assure that the carrying capacity of the Floodway is not reduced.

All projects in the Floodway shall meet the following:

1. Demonstrate that the project does not increase the Base Flood Elevation by conducting an encroachment analysis certified by an engineer. A minimal or qualitative encroachment analysis may be accepted when the project or development does not require a structure, alteration of the Floodway, involve fill, grading, excavation or storage of materials or equipment but is also certified by an engineer to not exceed the allowable encroachment to the Base Flood Elevation; and
 2. The allowable encroachment to the Base Flood Elevation is 0.00 feet, and no significant increase to the velocity or flow of the stream or water course unless approval of an alteration of the Regulated Flood Hazard Area pursuant to section 14-4-3 and an approved FEMA Conditional Letter of Map Revision occurs before permit issuance; and ((ARM 36.15.604) (ARM 36.15.505) (ARM 36.15.605(b)) (44 CFR 60.3(a)(3 and 4)) (44CFR 65.12(a))
- C. An application for a Floodplain permit must also demonstrate the following factors are considered and incorporated into the design of the use or artificial obstruction in the Floodway:
1. The danger to life and property due to backwater or diverted flow caused by the obstruction or use; ((MCA 76-5-406(1)) (ARM 36.15.216(2)(a)))
 2. The danger that the obstruction or use may be swept downstream to the injury of others; ((MCA 76-5-406(2)) (ARM 36.15.216(2)(b)))
 3. The availability of alternative locations; ((MCA 76-5-406(3)) (ARM 36.15.216(2)(c))
 4. Construct or alter the obstruction or use in such manner as to lessen the flooding danger; ((MCA 76-5-406(4)) (ARM 36.15.216(2)(d)))
 5. The permanence of the obstruction or use and is reasonably safe from flooding; ((MCA 76-5-406(5)) (ARM 36.15.216(2e)))
 6. The anticipated development in the foreseeable future of the area which may be affected by the obstruction or use; ((MCA 76-5-406(6)) (ARM 36.15.216(2f)))
 7. Relevant and related permits for the project have been obtained; (44 CFR 60.3(a)(2))
 8. Such other factors as are in harmony with the purposes of these regulations, the Montana Floodplain and Floodway Management Act, and the accompanying Administrative Rules of Montana; and ((MCA 76-5-406(7)) (ARM 36.15.216(2)(g)))
 9. The safety of access to property in times of flooding for ordinary and emergency services. (44CFR 60.22 (c)(7))

14-9-3: MINING OF MATERIAL REQUIRING EXCAVATION FROM PITS OR POOLS:

provided, in addition to the requirements of section 14-9-2, that:

- A. A buffer strip of undisturbed land of sufficient width as determined by an engineer to prevent flood flows from channeling into the excavation is left between the edge of the channel and the edge of the excavation; (ARM 36.15.602(1)(a))
- B. The excavation meets all applicable laws and regulations of other local and state agencies; and (ARM 36.15.602(1)(b))
- C. Excavated material may be processed on site but is stockpiled outside the Floodway.(ARM 36.15.602(1)(c))

14-9-4: RAILROAD, HIGHWAY AND STREET STREAM CROSSINGS:

including other transportation related crossings provided, in addition to the requirements of section 14-9-2, that:

- A. Crossings are designed to offer minimal obstructions to the flood flow; (ARM 36.15.602(2))
- B. Where failure or interruption of public transportation facilities would result in danger to public health or safety and where practicable and in consideration of FHWA Federal-Aid Policy Guide 23CFR650A:
 - 1. Bridge lower chords shall have freeboard to at least two (2) feet above the Base Flood Elevation to help pass ice flows, the base flood discharge and any debris associated with the discharge; and
 - 2. Culverts shall be designed to pass the Base Flood discharge and maintain at least two (2) feet freeboard on the crossing surface;
- C. Normal overflow channels, if possible are preserved to allow passage of sediments to prevent aggradations; and
- D. Mid stream supports for bridges, if necessary, have footings buried below the maximum scour depth.

14-9-5: LIMITED FILLING FOR ROAD AND RAILROAD EMBANKMENTS:

including other transportation related embankments not associated with stream crossings and bridges provided, in addition to the requirements of section 14-9-2, that:

- A. The fill is suitable fill;
- B. Reasonable alternate transportation routes outside the floodway are not available; and (ARM 36.15.602(3))
- C. The encroachment is located as far from the stream channel as possible. (ARM 36.15.602(3))

14-9-6: BURIED OR SUSPENDED UTILITY TRANSMISSION LINES:

provided, in addition to the requirements of section 14-9-2, that:

- A. Suspended utility transmission lines are designed such that the lowest point of the suspended line is at least six (6) feet higher than the Base Flood Elevation; (ARM 36.15.602(4))
- B. Towers and other appurtenant structures are designed and placed to withstand and offer minimal obstruction to flood flows; (ARM 36.15.602(4))
- C. Alternatives such as alternative routes, directional drilling, and aerial crossings are considered when technically feasible; and

- D. Utility transmission lines carrying toxic or flammable materials are buried to a depth of at least twice the calculated maximum scour depth determined by an engineer for the Base Flood. (ARM 36.15.602(4))

14-9-7: STORAGE OF MATERIALS AND EQUIPMENT:

provided, in addition to the requirements of section 14-9-2, that:

- A. The material or equipment is not subject to major damage by flooding and is properly anchored to prevent flotation or downstream movement; or (ARM 36.15.602(5)(a))
- B. The material or equipment is readily removable within the limited time available after flood warning. Storage of flammable, toxic or explosive materials shall not be permitted.(ARM 36.15.602(5)(b))

14-9-8: DOMESTIC WATER SUPPLY WELLS:

provided, in addition to the requirements of section 14-9-2, that:

- A. They are driven or drilled wells located on ground higher than surrounding ground to assure positive drainage from the well; (ARM 36.15.602(6))
- B. They require no other structures (e.g. a well house); (ARM 36.15.602(6))
- C. Well casings are water tight to a distance of at least twenty five (25) feet below the ground surface and the well casing height is a minimum of two (2) feet above the Base Flood Elevation or capped with a watertight seal and vented two (2) feet above the Base Flood Elevation; ((ARM 36.15.602(6)))
- D. Water supply lines have a watertight seal where the lines enter the casing; (ARM 36.15.602(6))
- E. All pumps and electrical lines and equipment are either of the submersible type or are adequately flood proofed; and (ARM 36.15.602(6))
- F. Check valves are installed on main water lines at wells and at all building entry locations. ((44 CFR 60.3 (a)(5)) (ARM 36.15.602(6)))

14-9-9: BURIED AND SEALED VAULTS FOR SEWAGE DISPOSAL IN CAMPGROUNDS AND RECREATIONAL AREAS:

provided, in addition to the requirements of section 14-9-2, demonstrate approval by Montana Department of Environmental Quality and local health and sanitation permits or approvals. ((44 CFR 60.3(a)(6)) (ARM 36.15.602(7)))

14-9-10: PUBLIC AND PRIVATE CAMPGROUNDS:

provided, in addition to the requirements of section 14-9-2, that:

- A. Access roads require only limited fill and do not obstruct or divert flood waters; (ARM 36.15.602(8))
- B. The project meets the accessory structures requirements in this section;
- C. No dwellings or permanent mobile homes are allowed; (ARM 36.15.602(8))
- D. Recreational vehicles and travel trailers are ready for highway use with wheels intact, with only quick disconnect type utilities and securing devices, and have no permanently attached additions; and (44 CFR 60.3(c)(14))

- E. There is no large-scale clearing of riparian vegetation within 50 feet of the mean annual high water mark.

14-9-11: STRUCTURES ACCESSORY OR APPURTENANT:

to permitted uses such as boat docks, loading and parking areas, marinas, sheds, emergency airstrips, permanent fences crossing channels that may impede or stop flows or debris, picnic shelters and tables and lavatories, that are incidental to a principal structure or use, provided in addition to the requirements of section 14-9-2, that:

- A. The structures are not intended for human habitation or supportive of human habitation; (ARM 36.15.602(9))
- B. The structures will have low flood damage potential; (ARM 36.15.602(9))
- C. The structures will, insofar as possible, be located on ground higher than the surrounding ground and as far from the channel as possible; (ARM 36.15.602(9))
- D. The structures will be constructed and placed so as to offer a minimal obstruction to flood flows; (ARM 36.15.602(9))
- E. Only those wastewater disposal systems that are approved under health and sanitation regulations are allowed;
- F. Service facilities within these structures such as electrical, heating and plumbing are flood proofed according to the requirements in chapter 10; (ARM 36.15.602(9))
- G. The structures are firmly anchored to prevent flotation; (ARM 36.15.602(9))
- H. The structures do not require fill and/or substantial excavation;
- I. The structures or use cannot be changed or altered without permit approval; and
- J. There is no clearing of riparian vegetation within 50 feet of the mean annual high water mark.

14-9-12: CONSTRUCTION OF OR MODIFICATIONS TO SURFACE WATER

DIVERSIONS:

provided, in addition to the requirements of section 14-9-2, that the design is reviewed and approved by an engineer and includes:

- A. Measures to minimize potential erosion from a Base Flood; and (ARM 36.15.603(3)(b))
- B. Designs and plans that demonstrate any permanent structure in the stream is designed to safely withstand up to the Base Flood considering the forces associated with hydrodynamic and hydrostatic pressures including flood depths, velocities, impact, ice buoyancy, and uplift forces associated with the Base Flood. ((ARM 36.15.603(3)(c) ((CFR 60.3(a)(3) (CFR 60.3(d)(3)))

14-9-13: FLOOD CONTROL AND STREAM BANK STABILIZATION MEASURES:

provided, in addition to the requirements of section 14-9-2, that the design is reviewed and approved by an engineer and constructed to substantially resist or withstand the forces associated with hydrodynamic and hydrostatic pressures, including flood depths, velocities, impact, ice, buoyancy, and uplift associated with the Base Flood. The design must also show compliance with the following applicable criteria: ((CFR 60.3(a)(3) (CFR 60.3(d)(3)) (ARM 36.15.606))

A. LEVEE AND FLOODWALL: construction or alteration:

1. Must be designed and constructed with suitable fill and be designed to safely convey a Base Flood; (ARM 36.15.606(1)(a))
2. Must be constructed at least 3 feet higher than the elevation of the Base Flood unless the levee or floodwall protects agricultural land only; (ARM 36.15.606(2)(a))
3. Must meet state and federal levee engineering and construction standards and be publically owned and maintained if it protects structures of more than one landowner; and (ARM 36.15.505(1)(c)(ii)and (iii))
4. For any increase in the elevation of the Base Flood, an alteration of the Regulated Flood Hazard Area requires approvals pursuant to chapter 3.

B. STREAM BANK STABILIZATION, PIER AND ABUTMENT PROTECTION PROJECTS:

1. Must be designed and constructed using methods and materials that are the least environmentally damaging yet practicable, and should be designed to withstand a Base Flood once the project's vegetative components are mature within a period of up to 5 years or other time as required by the Floodplain Administrator. Once vegetation is mature and established it should not require substantial yearly maintenance after the initial period;
2. Materials for the project may be designed to erode over time but not fail catastrophically and impact others. Erosion, sedimentation, and transport of the materials may be designed to be at least similar in amount and rate of existing stable natural stream banks during the Base Flood;
3. Must not increase erosion upstream, downstream, across from or adjacent to the site in excess of the existing stable natural stream bank during the Base Flood; and (ARM 36.15.606(1)(b))
4. Materials for the project may include but are not limited to riprap, root wads, brush mattresses, willow wattles, natural woody debris or combinations of analogous materials.

C. CHANNELIZATION PROJECTS: where the excavation and/or construction of an channel is for the purpose of diverting the entire or a portion of the flow of a stream from its established course, the project must:

1. Not increase the magnitude, velocity, or elevation of the Base Flood; and
2. Meet the requirements of section 9.13.2. (ARM 36.15.101(7)) (ARM 36.15.606(1)(c))

D. DAMS:

1. The design and construction shall be in accordance with the Montana Dam Safety Act and applicable safety standards; and
2. The project shall not increase flood hazards downstream either through operational procedures or improper hydrologic/hydraulic design. (ARM 36.15.606(1)(d))

14-9-14: STREAM AND BANK RESTORATION:

projects intended to reestablish the terrestrial and aquatic attributes of a natural stream and not for protection of a structure or development provided, in addition to the requirements of section 14-9-2, that:

- A. The project will not increase velocity or erosion upstream, downstream, across from or adjacent to the site; (ARM 36.15.606(1)(b))
- B. Materials may include but are not limited to boulders, rock cobble, gravel, native stream bed materials, root wads, brush mattresses, willow wattles, natural woody debris or combinations of analogous materials and that reasonably replicates the bed and bank of the natural stream;
- C. Erosion, sedimentation, and transport of the materials are not more than the amount and rate of existing natural stream banks during the Base Flood; and
- D. The project may be designed to allow vegetative materials to mature within a period up to 5 years or other time as required by the Floodplain Administrator. Once vegetation is mature and established it should not require substantial yearly maintenance after the initial period.

14-9-15: EXISTING RESIDENTIAL AND NON-RESIDENTIAL BUILDINGS IN THE FLOODWAY:

any alteration or substantial improvement to an existing building must meet the requirements of section 14-9-2 and the applicable requirements in Section 10 for residential or non-residential buildings. (MCA76-5-404(3)(b))

CHAPTER 10

DEVELOPMENT REQUIREMENTS IN THE FLOOD FRINGE OR REGULATED FLOOD HAZARD AREA WITH NO FLOODWAY

SECTION:

- 14-10- 1: Uses Requiring Permits
- 14-10- 2: General Requirements
- 14-10- 3: Residential Building, Exceptions Or Additional Requirements
- 14-10- 4: Non-Residential Building, Exceptions Or Additional Requirements

14-10-1: USES REQUIRING PERMITS:

All uses allowed by permit in the Floodway shall also be allowed by permit within the Flood Fringe or Regulated Flood Hazard Area with no Floodway. Such uses are subject to the requirements in Section 9, with the exception of the encroachment limit of Section 9.2.2. Instead, such uses are subject to the encroachment limits of this section 10.2.9.

Except for prohibited artificial obstructions in Section 6.2, all other artificial obstructions including new construction, substantial improvements, alterations to residential, and nonresidential structures including manufactured homes, and related suitable fill or excavation shall be allowed by permit and are subject to the requirements in this Section

and General Requirements of Section 9.2, with the exception of the encroachment limit of Section 9.2.2.(ARM 36.15.701(2))

14-10-2: GENERAL REQUIREMENTS:

An application for a Floodplain permit must demonstrate or meet the following applicable requirements:

- A. Base Flood Elevation** Where necessary to meet the appropriate elevation requirement in these regulations, the Base Flood Elevation(s) must be determined by an engineer and utilized in the design and layout of the project demonstrating the design and construction criteria herein are met. For Regulated Flood Hazard Areas that do not have computed and published Base Flood Elevations in the adopted flood hazard study referenced in section 4, a Base Flood Elevation must be determined or obtained from a reliable source, utilizing appropriate engineering methods and analyses;
- B. Flood Damage** Structures must be constructed by methods and practices that minimize flood damage and structures must be reasonably safe from flooding; ((44 CFR 60.3(a)) (44 CFR 60.3(a)(3)(iii)))
- C. Surface Drainage** Adequate surface drainage must be provided around structures;
- D. Materials** Structures must be constructed with materials resistant to flood damage; ((44 CFR 60.3(a)) (44 CFR 60.3(a)(3)(ii))
- E. Artificial Obstructions** Structures, excavation or fill must not be prohibited by any other statute, regulation, ordinance, or resolution; and must be compatible with subdivision, zoning and any other land use regulations, if any; (ARM 36.15.701(3)(a)) ((ARM 36.15.701(3)(b))
- F. Anchoring** All construction and substantial improvements must be designed and adequately anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;(44CFR 60.3(a)(3)
- G. Certification** Certification by an engineer, architect, land surveyor, or other qualified person must accompany the application where required including for an encroachment analysis, adequacy of structural elevations, Base Flood Elevation determinations, flood-proofing, enclosure flood openings and design and construction to withstand the hydrodynamic forces and hydrostatic pressures of flood depths, velocities, impact, buoyancy, uplift forces associated with the Base Flood and surface drainage. A certification is not intended to constitute a warranty or guarantee of performance, expressed or implied; ((ARM 36.15.606(1)) (ARM 36.15.702(2)(c)) (ARM 36.15.801(3)(b)) (44 CFR 60.3(c)(3 &4)) (44 CFR 60.3 (d)(3)))
- H. Access** Structures must have safe access during times of flooding up to the Base Flood for ordinary and emergency services provided there are no reasonable alternate locations for structures;
- I. Encroachment Analysis**
 1. All applications in the Regulated Flood Hazard Area without a Floodway must be supported by an encroachment analysis of the proposed use, a thorough hydrologic and hydraulic analysis except as provided in following paragraph 4,

Section 10.2.9.4, prepared by an engineer to demonstrate the effect of the structure on flood flows, velocities and the Base Flood Elevation; ((ARM 36.15.604) (44 CFR 60.3(a)(3))

2. The maximum allowable encroachment is certified to be at or less than 0.5 feet increase to the Base Flood Elevation unless approval of an alteration of the Regulated Flood Hazard Area pursuant to section 4 and an approved FEMA Conditional Letter of Map Revision occurs before permit issuance; ((ARM 36.15.604) (ARM 36.15.505) (44 CFR 60.3(c)(13)))
3. An encroachment analysis is not required for any development in the Flood Fringe where an accompanying Floodway has been designated within the Regulated Flood Hazard Area; and
4. Although all other development standards herein apply, a minimal or qualitative encroachment analysis may be accepted when the project or development does not require a structure, alteration of the Floodplain, involve fill, grading, excavation or storage of materials or equipment and also is certified by an engineer to not exceed the allowable encroachment.

J. Electrical Systems Flood Proofing All electrical service materials, equipment and installation for uses in a Regulated Flood Hazard Area must be certified to meet the following requirements:

1. All incoming power service equipment including all metering equipment, control centers, transformers, distribution and lighting panels and all other stationary equipment must be located at least two feet above the Base Flood Elevation; (ARM 36.15.901(1)(a))
2. Portable and movable electrical equipment may be placed below the Base Flood Elevation, provided that the equipment can be disconnected by a single plug and socket assembly of the submersible type; (ARM 36.15.901(1)(b))
3. The main power service lines must have automatically operated electrical disconnect equipment or manually operated electrical disconnect equipment located at an accessible remote location outside the Regulated Flood Hazard Area or two feet above the Base Flood Elevation; and (ARM 36.15.901(1)(c))
4. All electrical wiring systems installed below the Base Flood Elevation must be suitable for continuous submergence and may not contain fibrous components. (ARM 36.15.901(1)(d))

K. Heating and Cooling Systems Flood Proofing Heating and cooling systems for uses in a Regulated Flood Hazard Area must be certified to meet the following requirements:

1. Float operated automatic control valves must be installed so that fuel supply is automatically shut off when flood waters reach the floor level where the heating and cooling systems are located; (ARM36.15.902(1)(a))
2. Manually operated gate valves must be installed in gas supply lines. The gate valves must be operable from a location above the Base Flood Elevation; (ARM36.15.902(1)(b))
3. Electrical Systems flood proofing must be met; and (ARM36.15.902(1)(c))

4. Furnaces and cooling units must be installed at least two (2) feet above the Base Flood Elevation and the ductwork installed above the Base Flood Elevation.

L. Plumbing Systems Flood Proofing Plumbing systems for uses in the Regulated Flood Hazard Area must be certified to meet the following requirements:

1. Sewer lines, except those to a buried and sealed vault, must have check valves installed to prevent sewage backup into permitted structures; and (ARM 36.15.903(1)(a))
2. All toilets, stools, sinks, urinals, vaults, and drains must be located so the lowest point of possible flood water entry is at least two (2) feet above the Base Flood Elevation. (ARM 36.15.903(1)(b))

M. Structural Fill Flood Proofing Fill used to elevate structures, including but not limited to residential and non-residential buildings must be certified to meet the following requirements:

1. The fill must be a minimum of 0.5 feet above the Base Flood Elevation and extend at least fifteen (15) feet beyond the structure in all directions
2. Fill material must be suitable fill, that is stable, compacted, well graded, and pervious, not adversely affected by water and frost, devoid of trash or similar foreign matter, tree stumps or other organic material; and is fitting for the purpose of supporting the intended use and/or permanent structure. (ARM 36.15.101(22))
3. The fill must be compacted to minimize settlement and compacted to 95 percent of the maximum density. Compaction of earthen fill must be certified by an engineer;
4. No portion of the fill is allowed within the floodway;
5. The fill slope must not be steeper than 1 ½ horizontal to 1 vertical unless substantiating data justifying a steeper slope is provided and adequate erosion protection is provided for fill slopes exposed to floodwaters; and

N. Wet Flood Proofing Building designs with an enclosure below the lowest floor must be certified to meet the following:

1. Materials used for walls and floors are resistant to flooding to an elevation two (2) feet or more above the Base Flood Elevation; (ARM 36.15.702(2)(a))
2. The enclosure must be designed to equalize hydrostatic forces on walls by allowing for entry and exit of floodwaters. Opening designs must either be certified by an engineer or architect or meet or exceed the following:
 - a) Automatically allow entry and exit of floodwaters through screens, louvers, valves, and other coverings or devices;
 - b) Have two (2) or more openings with a total net area of not less than one (1) square inch for every one (1) square foot of enclosed area below the Lowest Floor, except if the enclosure is partially subgrade, a minimum of 2 openings may be provided on a single wall; and
 - c) Have the bottom of all openings no higher than one (1) foot above the higher of the exterior or interior adjacent grade or floor immediately below the openings. (44 CFR 60.3(c)(5)) (NFIP Insurance Manual, Rev. May 2013)

O. Dry Flood Proofing Building designs that do not allow internal flooding must be certified according to these regulations to meet the following:

1. Building use must be for non-residential use only and does not include mixed residential and non-residential use;
2. Be Flood Proofed to an elevation no lower than two (2) feet above the Base Flood Elevation;
3. Be constructed of impermeable membranes or materials for floors and walls and have water tight enclosures for all windows, doors and other openings; and
4. Be designed to withstand the hydrostatic pressures and hydrodynamic forces resulting from the Base Flood and the effects of buoyancy. ((ARM 36.15.702(2)(b)) (44 CFR 60.3(c)(3))

P. Elevation of the Lowest Floor Elevating the lowest floor may be by either suitable fill, foundation wall enclosure, stem walls, pilings, posts, piers, columns or other acceptable means; ((MCA 76-5-402(2)(b)) (44 CFR 60.3(b)(8)) (44 CFR 60.3(c)(6)))

Q. Crawl Spaces Crawl space foundation enclosures including sub grade crawlspace enclosures below the lowest floor must meet the wet flood proofing requirements and be designed so that the crawl space floor is at or above the Base Flood Elevation. Crawl space foundations must have an inside dimension of not more than five (5) feet from the ground to the top of the living floor level and a sub grade crawlspace must also have the interior ground surface no more than two (2) feet below the exterior lowest adjacent ground surface on all sides. A sub grade foundation exceeding either dimension is a basement;

R. Manufactured Home Anchors For new placement, substantial improvement or replacement of manufactured homes for residential or nonresidential use including additions, the chassis must be secure and must resist flotation, collapse or lateral movement by anchoring with anchoring components capable of carrying a force of 4,800 pounds and as follows:

1. For manufactured homes less than fifty (50) feet long, over-the-top ties to ground anchors are required at each of the four (4) corners of the home, with two additional ties per side at intermediate locations; or
2. For manufactured homes more than fifty (50) feet long, frame ties to ground anchors are required at each corner of the home with five (5) additional ties per side at intermediate points. ((CFR 60.3(b)(8)) CFR 60.3(c)(6)))

S. Access Access for emergency vehicles is provided. For manufactured homes, access for a manufactured home hauler is also provided.

14-10-3: RESIDENTIAL BUILDING, EXCEPTIONS OR ADDITIONAL REQUIREMENTS:

New construction, alterations, and substantial improvements of residential dwellings, manufactured homes, including replacement of manufactured homes, must be constructed such that:

A. Elevation of the Lowest Floor The Lowest Floor of the building including an attached garage or basement must be two (2) feet or more above the Base Flood Elevation; (ARM 36.15.701(3))

- B. Enclosure** Enclosures of elevated buildings cannot be dry flood proofed. Use for an enclosure is limited to facilitating building component access. The enclosure including a crawlspace must be wet flood proofed and the enclosure floor must be at or above the Base Flood Elevation. An attached garage floor must be two (2) or more feet above the Base Flood Elevation.
- C. Recreation Vehicles** Recreational vehicles on site for more than 180 days or not ready for highway use must meet the requirements for manufactured homes for residential use.

14-10-4: NON-RESIDENTIAL BUILDING, EXCEPTIONS OR ADDITIONAL REQUIREMENTS:

New construction, alterations, and substantial improvements of non-residential including agricultural, commercial and industrial buildings and residential and non-residential accessory buildings must be constructed such that:

- A. Elevation of the Lowest Floor** The Lowest Floor of the building must be elevated two (2) feet above the Base Flood Elevation or adequately dry flood proofed according to this section. The Lowest Floor may be wet proofed provided the use is limited to only parking, loading and storage of equipment or materials not appreciably affected by floodwater; ((ARM 36.15.702(2) (44 CFR 60.3(c)(3)(ii) (44 CFR 60.3(c)(3) & (4)))
- B. Enclosure** Enclosures below the Lowest Floor on elevated buildings must be wet flood proofed and the use must be limited to parking, access or storage or must be adequately dry flood proofed according to this section;
- C. Manufactured homes** Manufactured homes proposed for use as non-residential buildings cannot be dry flood proofed; and
- D. Agricultural structures** Agricultural structures not intended to be insurable, used solely for agricultural purposes, having low flood damage potential, used exclusively in connection with the production, harvesting, storage, drying, or raising of agricultural commodities including raising of livestock, and not intended for human habitation are exempt from the elevation requirement, dry or wet flood proofing, but shall:
1. Be located on higher ground and as far from the channel as possible;
 2. Offer minimal obstruction to flood flows;
 3. Be adequately anchored to prevent flotation or collapse;
 4. Where electrical, heating and plumbing systems are installed, meet the flood proofing requirements in sections 10.2.10, 10.2.11, and 10.2.12; and
 5. Meet the elevation or dry flood proofing requirements if the structure is an animal confinement facility. ((ARM 36.15.602(9) (ARM 36.15.701(3)(e)) (ARM 36.15.702(2))

CHAPTER 11 EMERGENCIES

SECTION:

14-11- 1: General

14-11- 2: Emergency Notification And Application Requirements

14-11-1: GENERAL:

1. Emergency repair and replacement of severely damaged artificial obstructions and development in the Regulated Flood Hazard Area, including public transportation facilities, public water and sewer facilities, flood control works, and private projects are subject to the permitting requirements of these regulations.(ARM 36.15.217)
2. The provisions of these regulations are not intended to affect other actions that are necessary to safeguard life or structures during periods of emergency.

14-11-2: EMERGENCY NOTIFICATION AND APPLICATION REQUIREMENTS:

- A. The property owner and or the person responsible for taking emergency action must notify the Floodplain Administrator prior to initiating any emergency action in a Regulated Flood Hazard Area normally requiring a Floodplain permit. An Emergency Notification Form must be submitted to the Floodplain Administrator within five (5) days of the action taken as a result of an emergency.
- B. Unless otherwise specified by the Floodplain Administrator, within 60 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 these regulations.
- C. A person who has undertaken an emergency action may be required to modify or remove the project in order to meet the permit requirements.

CHAPTER 12 VARIANCES

SECTION:

- 14-12- 1: General
- 14-12- 2: Variance Application Requirements
- 14-12- 3: Notice Requirements For Floodplain Variance Application
- 14-12- 4: Evaluation Of Variance Application
- 14-12- 5: Decision

14-12-1: GENERAL:

A variance from the minimum development standards of these regulations may be allowed. An approved variance would permit construction in a manner otherwise as required or prohibited by these regulations. ((44 CFR 59.1) (ARM 36.15.218))

14-12-2: VARIANCE APPLICATION REQUIREMENTS:

- A. Prior to any consideration of a variance from any development standard in these regulations, a completed Floodplain Permit application and required supporting material must be submitted.
- B. Additionally, supporting materials in a Variance application specific to the variance request including facts and information addressing the criteria in this section must be submitted.
- C. If the Floodplain permit application and Variance application is deemed not correct and complete, the Floodplain Administrator shall notify the applicant of deficiencies within a reasonable time not to exceed 60 days. Under no circumstances should it be assumed that the variance is automatically granted.

14-12-3: NOTICE REQUIREMENTS FOR FLOODPLAIN VARIANCE APPLICATION:

Public Notice of the Floodplain permit application and Variance application shall be given pursuant to section 8.2.

14-12-4: EVALUATION OF VARIANCE APPLICATION:

- A. A Floodplain permit and Variance shall only be issued upon a determination that the variance is the minimum allowance necessary, considering the flood hazard, to afford relief from these regulations and provided all of the following criteria are met:
 - 1. There is a good and sufficient cause. Financial hardship is not a good and sufficient cause; (44 CFR 60.6(a)(3))
 - 2. Failure to grant the variance would result in exceptional hardship to the applicant; (44 CFR 60.3(a)(3)) & ARM 36.15.218(b))
 - 3. Residential and nonresidential buildings are not in the Floodway except for alterations or substantial improvement to existing buildings, Residential dwellings including basements and attached garages do not have the lowest floor elevation below the Base Flood Elevation;

4. Any enclosure including a crawl space must meet the requirements of section 10.2.14, Wet Flood Proofing if the enclosure interior grade is at or below the Base Flood Elevation;
5. Granting of a variance will not result in increased flood heights to existing buildings, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with other existing local laws or ordinances; (44 CFR 60.6 (a)(3) & (ARM 36.15.218(a))
6. The proposed use is adequately flood proofed; (ARM 36.15.218(c))
7. The variance is the minimum necessary, considering the flood hazard, to afford relief; (44 CFR 60.6(a)(4))
8. Reasonable alternative locations are not available; (MCA 76-5-406(3) & ARM 36.15.218(d))
9. An encroachment does not cause an increase to the Base Flood Elevation that is beyond that allowed in these regulations; and (44 CFR 60.6(a)(1))
10. All other criteria for a Floodplain permit besides the specific development standard requested by variance are met.

B. An exception to the variance criteria may be allowed as follows:

1. For either new construction of a structure outside of the Floodway only or for substantial improvements or an alteration of a structure, on a lot of one-half acres or less that is contiguous to and surrounded by lots with existing structures constructed below the Base Flood Elevation; or (44 CFR 60.6(a).
2. For Historic Structures – variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum relief necessary to preserve the historic character and design of the structure. The historic nature of the building must be designated as a preliminary or historic structure by U.S. Secretary of Interior or an approved state or local government historic preservation program. (44 CFR 60.6(a))

14-12-5: DECISION:

A. The Shelby City Council acting as the Board of Adjustment shall:

1. Evaluate the Floodplain permit application and Variance application using the criteria in section 114-12-4, and the application requirements and minimum development standards in chapters 9 and 10;
2. Make findings, and approve, conditionally approve or deny a Floodplain permit and variance within 60 days of a complete application.
3. If approved, attach conditions to the approval of Floodplain permit and Variance including a project completion date and inspections during and after construction.
4. Notify the applicant that the issuance of a Floodplain permit and Variance to construct a structure not meeting the minimum building requirements in these regulations may result in increased premium rates for flood insurance and that flood insurance premiums are determined by actuarial risk and will not be modified by the granting of a variance. (44CFR 60.6(a))

5. Submit to the Floodplain Administrator a record of all actions involving a Floodplain permit and variance, including the findings and decision and send a copy of each variance granted to DNRC.(44 CFR 60.6(a)(6) & MCA 76-5-405)

14-12-6: JUDICIAL REVIEW:

Any person or persons aggrieved by the Floodplain permit and variance decision may appeal such decision in a court of competent jurisdiction.

**CHAPTER 13
ADMINISTRATIVE APPEALS**

SECTION:

- 14-13- 1: General
- 14-13- 2: Appeals Requirements
- 14-13- 3: Notice And Hearing
- 14-13- 4: Decision
- 14-13- 5: Judicial Review

14-13-1: GENERAL:

An administrative appeal may be brought before the Board of Adjustment for review of the Floodplain Administrator's order, decision to grant, condition or deny a floodplain permit or interpretation of the Regulated Flood Hazard Area boundary.

14-13-2: APPEALS REQUIREMENTS:

The following provisions apply to administrative appeals:

- A. An appeal shall include the basis of the appeal and supporting information including specific findings and conclusions of the Floodplain Administrator's decision being appealed;
- B. An appeal may be submitted by an applicant and/or anyone who may be aggrieved by the Floodplain Administrator's decision or order;
- C. Appeals must be received within 60 days of the date of the decision or order of the Floodplain Administrator; and
- D. Additional information specific to the appeal request may be requested by the review panel.

14-13-3: NOTICE AND HEARING:

- A. Notice of the pending appeal and hearing shall be provided pursuant to section 8.2. The Floodplain Administrator may notify DNRC and FEMA of pending appeals.
- B. A public hearing on the appeal must be held within 60 days of the Notice unless set otherwise.

14-13-4: DECISION:

A judgment on an appeal shall be made within 60 days of the hearing unless set otherwise. The decision may affirm, modify, or overturn the Floodplain Administrator's decision. A decision on an appeal of a permit cannot grant or issue a variance. A decision may support, reverse or remand an order or determination of a boundary of the Regulated Flood Hazard Area by the Floodplain Administrator.

14-13-5: JUDICIAL REVIEW:

Any person or persons aggrieved by the decision on an administrative appeal may appeal such decision in a court of competent jurisdiction.

**CHAPTER 14
ENFORCEMENT**

SECTION:

- 14-14- 1: Investigation Request
- 14-14- 2: Notice To Enter And Investigate Lands Or Waters
- 14-14- 3: Notice To Respond And Order To Take Corrective Action
- 14-14- 4: Administrative Review
- 14-14- 5: Appeal Of Administrative Decision
- 14-14- 6: Failure To Comply With Order To Take Corrective Action
- 14-14- 7: Other Remedies

14-14-1: INVESTIGATION REQUEST:

An investigation to determine compliance with these regulations for an artificial obstruction or nonconforming use within the Regulated Flood Hazard Area may be made either on the initiative of the Floodplain Administrator or on the written request of three titleholders of land which may be affected by the activity. The names and addresses of the persons requesting the investigation shall be released if requested. (MCA 76-5-105)(2)

14-14-2: NOTICE TO ENTER AND INVESTIGATE LANDS OR WATERS:

The Floodplain Administrator may make reasonable entry upon any lands and waters for the purpose of making an investigation, inspection or survey to verify compliance with these regulations. (MCA 76-5-105(1))

- A.** The Floodplain Administrator shall provide notice of entry by mail, electronic mail, phone call, or personal delivery to the owner, owner's agent, lessee, or lessee's agent whose lands will be entered.
- B.** If none of these persons can be found, the Floodplain Administrator shall affix a copy of the notice to one or more conspicuous places on the property.
- C.** If the owners do not respond, cannot be located or refuse entry to the Floodplain Administrator, the Floodplain Administrator may initiate a Search Warrant.

14-14-3: NOTICE TO RESPOND AND ORDER TO TAKE CORRECTIVE ACTION:

When the Floodplain Administrator determines that a violation may have occurred, the Floodplain Administrator may issue written notice to the owner or an agent of the owner, either personally or by certified mail. Such notice shall cite the regulatory offense and include an order to take corrective action within a reasonable time or to respond by requesting an administrative review by the Floodplain Administrator.

14-14-4: ADMINISTRATIVE REVIEW:

The order to take corrective action is final, unless within five (5) working days or any granted extension, after the order is received, the owner submits a written request for an administrative review by the Floodplain Administrator. A request for an administrative review does not stay the order.

14-14-5: APPEAL OF ADMINISTRATIVE DECISION:

Within ten (10) working days or any granted extension of receipt of the Floodplain Administrator's decision concluding the administrative review, the property owner or owner's agent may appeal the decision pursuant to chapter 13.

14-14-6: FAILURE TO COMPLY WITH ORDER TO TAKE CORRECTIVE ACTION :

If the owner fails to comply with the order for corrective action, remedies may include administrative or legal actions, or penalties through court.

14-14-7: OTHER REMEDIES:

This section does not prevent efforts to obtain voluntary compliance through warning, conference, or any other appropriate means. Action under this part shall not bar enforcement of these regulations by injunction or other appropriate remedy.

CHAPTER 15
PENALTIES

SECTION:

14-15- 1: Misdemeanor

14-15- 2: Declaration To The Federal Flood Insurance Administrator

14-15-1: MISDEMEANOR:

Violation of the provisions of these regulations or failure to comply with any of the requirements, including failure to obtain permit approval prior to development in the Regulated Flood Hazard Area except for an emergency, shall constitute a misdemeanor and may be treated as a public nuisance.

Any person who violates these regulations or fails to comply with any of its requirements shall, upon conviction thereof, be fined not more than \$100 or imprisoned for not more than 10 days or both. Each day's continuance of a violation shall be deemed a separate and distinct offense. (MCA 76-5-110)

14-15-2: DECLARATION TO THE FEDERAL FLOOD INSURANCE ADMINISTRATOR:

Upon finding of a violation and failure of the owner to take corrective action as ordered, the Floodplain Administrator may submit notice and request a 1316 Violation Declaration to the Federal Insurance Administrator. The Federal Insurance Administrator has the authority to deny new and renewal flood insurance for a structure upon finding a valid violation declaration. (44 CFR 73.3)

The Floodplain Administrator shall provide the Federal Insurance Administrator the following:

- A. The name(s) of the property owner(s) and address or legal description of the property sufficient to confirm its identity and location;
- B. A clear and unequivocal declaration that the property is in violation of a cited State or local law, regulation or ordinance;
- C. A clear statement that the public body making the declaration has authority to do so and a citation to that authority;
- D. Evidence that the property owner has been provided notice of the violation and the prospective denial of insurance; and
- E. A clear statement that the declaration is being submitted pursuant to section 1316 of the National Flood Insurance Act of 1968, as amended.

FIRST, passed and approved by the Council of the City of Shelby, Montana this 21st day of November, 2016.

Larry J. Bonderud, Mayor

Attest:

Jade Goroski, Finance Officer

FINALLY, passed and approved by the Council of the City of Shelby, Montana this 5th day of December, 2016.

Larry J. Bonderud, Mayor

Attest:

Jade Goroski, Finance Officer

ORDINANCE NO. 830

**AN ORDINANCE AMENDING TITLE 1, CHAPTER 12, SECTION 4
(1-12-4) OF THE SHELBY MUNICIPAL CODE**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SHELBY, MONTANA that Title 1, Chapter 12, Section 4 of the Shelby Municipal Code shall be amended as follows:

1-12-4: ANIMAL CONTROL

- A. Dog and Cat License Fees: Fees for licensing and registration shall be as follows:
1. During January of each and every year:

Spayed or neutered	\$10.00
Not spayed or neutered	20.00
- B. Dog and Cat Impound Fees: Any dog or cat impounded or quarantined pursuant to Title 6 of this code, and not destroyed, may be redeemed by the owner thereof paying all necessary fees, fines, and costs set forth in this section and, in addition, paying a fee to the city in the amount of twenty dollars (\$20) for an initial pickup fee and an additional twenty dollars \$20 for each twenty-four (24) hour period, or any portion thereof, such dog or cat is impounded or quarantined. In the event the impounded or quarantined dog or cat is with a licensed veterinarian, then the fee charged by such a licensed veterinarian shall be payable prior to the dog or cat being released to its owner.

FIRST, passed and approved by the Council of the City of Shelby, Montana this 21st day of November, 2016.

Larry J. Bonderud, Mayor

Attest:

Jade Goroski, City Finance Officer

FINALLY, passed and approved by the Council of the City of Shelby, Montana this 5th day of December, 2016.

Larry J. Bonderud, Mayor

Attest:

Jade Goroski, City Finance Officer

RESOLUTION NO. 1947 (AMENDED 11/21/2016)

A RESOLUTION AUTHORIZING THE CITY OF SHELBY TO ACCEPT AN ECONOMIC DEVELOPMENT ASSISTANCE GRANT FROM THE MONTANA DEPARTMENT OF COMMERCE TO ASSIST HUMIC GROWTH TO ACQUIRE EQUIPMENT AND DEVELOP JOBS.

WHEREAS, the City of Shelby, Montana ("City") has applied for an Economic Development Assistant ("EDA") grant from the Montana Department of Commerce Big Sky Trust Fund (BSTF) in order to assist Humic Growth Solutions with the purchase of equipment and the creation of jobs.

WHEREAS the BSFT has awarded an EDA award in the amount of \$118,800 to the City, contingent on the execution of Contract # MT-BSTF-1-17-02 between the BSTF and the City (attached as Exhibit A) as well as execution of the agreement between the City of Shelby and Humic Growth Solutions (attached as Exhibit B).

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Shelby, Montana as follows:

1. The City's acceptance of the \$118,800 BSTF EDA, subject to all conditions set forth in Contract # MT-BSTF-1-17-02 (Exhibit A), is hereby approved by this Council;
2. The City's acceptance of the agreement between the City of Shelby and Humic Growth Solutions (Exhibit B), is hereby approved by this Council;
3. The Mayor of the City is hereby authorized to accept said BSTF EDA award by entering into Contract # MT-BSTF-1-17-02 (Exhibit A) and the Agreement (Exhibit B).
4. The Mayor of the City is hereby authorized to execute such further documents as are necessary to carry out the terms of the award and binding the City of Shelby, Montana thereto.

5. This amends the FY 2016-17 budget as follows:

<u>Expenditure Code</u>	<u>Amount</u>
5210-430501	\$118,800
<u>Revenue Code</u>	
5210-380000	\$118,800

Passed and adopted by the City Council of the City of Shelby Montana this 7th day of November, 2016.

LARRY J. BONDERUD, MAYOR

ATTEST:

JADE GOROSKI, FINANCE OFFICER

RETURN TO: City of Shelby
112 1st St S
Shelby MT 59474

RESOLUTION NO. 1948

A RESOLUTION TO PLACE A LIEN UPON PROPERTY WITHIN THE MUNICIPAL LIMITS OF THE CITY OF SHELBY, ON WHICH THE CITY HAS REMOVED NOXIOUS WEEDS, BUT DESPITE DEMAND HAS NOT BEEN REIMBURSED FOR SAID WEED REMOVAL BY THE RESPECTIVE PROPERTY OWNERS

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHELBY, MONTANA:

That the Toole County Treasurer shall place a lien upon and against the lots or parcels of land listed below and the Toole County Treasurer shall collect the amounts listed below in the same manner as other taxes; pursuant to Shelby Municipal Code 4-4-4.

<u>Legal Description</u>	<u>Owner Name/Property Address</u>	<u>Amount of Lien</u>
Tax ID #503144	Sec of HUD	390.50
Guth 1 st Add	34 Civic Center Plz, Ste 7015	
Bk 8, Lot 16B	Santa Anna CA 92701	
Tax ID #503974	Melissa Jackson	374.00
Shelby Heights	711 Cedar Ave	
Bk 70, Lots 3 & 4	Shelby MT 59474	
Tax ID #504005	Cody Eide	506.00
Shelby Heights	822 Ash Ave	
Bk 74, Lots 11-15	Shelby MT 59474	
TOTAL LIENS		1,270.50

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHELBY, MONTANA, AND APPROVED BY THE MAYOR THIS 21ST DAY OF NOVEMBER, 2016.

LARRY J. BONDERUD, Mayor

ATTEST:

JADE GOROSKI, Finance Officer