A Unique Approach to Managing Multi-Jurisdictional Floodplain Development

LORI ANN LASTER, CFM
JESSE POORE, AICP, CFM
Unique Natural Resources Districts
THE MISSION
of the Papio-Missouri River NRD is to wisely Conserve, Manage and Enhance our soil, water, wildlife, and forest resources for the good of all people residing within the District's boundaries.
OMAHA METRO

- One Third (1/3\textsuperscript{rd}) of Nebraska’s Population
- Three Counties
- 13 Cities/Villages
- Rivers on three (3) sides
Floodplain Administration Challenges

**Change**
- Corporate limits, Land use & Staff

**Competition**
- Equitable potential development

**Consistency**
- Apply correctly & equally

**Cooperation**
- Develop & implement policy

**Contention**
- Building case for agreement

**Cost**
- Time is money for everyone
Change in Douglas and Sarpy County from 1955 to 2013
NFIP Trickle Down Affect

NFIP Communities join to make flood insurance available to residents

44 CFR 60.1 Community ordinances regulate development in floodplain

Local Ordinances Requires floodplain development permits for projects in the floodplain

As-Build Verification Communities are required to verify that projects are built according to approved plans
Floodplain development permits required (including, but not limited to:)

- Construction of new structures
- Modifications or improvements
- Excavation
- Filling
- Paving
- Drilling

- Driving of piles
- Mining
- Dredging
- Land Clearing
- Grading
- Permanent storage of materials/equipment
Permit Submittal Requirements

- Site Plans
- Grading Plans
- Building Plans
- Utility Plans
- Post-Project Elevation and Survey
- No-Rise Certifications
- Hydraulic Models
- Agency Coordination
Permit Review

Responsibility
- Community has final responsibility for permit
- Issue, regulate, enforce

P-MRNRD
- Community Resource
- Technical Review
- Recommendations

Assistance
- State Agencies
- FEMA
Problems with Permit Review Workflow

- **Accuracy**
  - Supporting documents submitted incorrect or incomplete

- **Consistency**
  - Manual review process is different for each community

- **Expediency**
  - Review can take longer if submittal is incomplete or misses a step
4 Questions to Ask Yourself and Others

- Do you know the information you need and you want?
- Does a process exist that can be mapped?
- If a process exists, can automation free you up for more important tasks?
- Do you have a situation where stakeholders will use your automated process?
### Step 1: Compile your requirements

<table>
<thead>
<tr>
<th>REQID</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>REQ001</td>
<td>Use Permix Library Source Code to support the review and management of floodplain development information in a secure database available through a unique web domain.</td>
</tr>
<tr>
<td>REQ002</td>
<td>Client will manage internal (Papio-Missouri NRD) and external (Municipalities) users with username, passwords, user information and privileges. External users shall have no rights to create and manage external users in their jurisdiction or any other jurisdiction.</td>
</tr>
<tr>
<td>REQ003</td>
<td>Store user login credentials that may be disabled for access to the database. No user records will be deleted from the system.</td>
</tr>
<tr>
<td>REQ004</td>
<td>Store required and optional data fields for each project added to the database (client to provide).</td>
</tr>
<tr>
<td>REQ005</td>
<td>Store required and optional documents for each project added to the database (client to provide).</td>
</tr>
<tr>
<td>REQ033</td>
<td>External Users will complete primary fields in the application form. Extra fields will be hidden from the External Users and not required. Extra fields will be edited by Internal Users during review. Primary fields and extra fields will be editable by any Internal User. If returned, extra fields will not display for External User to edit and only primary fields will be editable before resubmitting application. Once the application recommendation is entered, primary and extra fields all display read-only and may be printed by any user with access to the project record.</td>
</tr>
<tr>
<td>REQ034</td>
<td>Recommendation fields will be included as extra fields in the application form for the Internal User to populate. Recommendation fields will capture text needed for generating recommendation letter. These fields will help satisfy the function of REQ016. These fields will not display on the application form after the recommendation is recorded.</td>
</tr>
</tbody>
</table>
Step 2: Mapping your process

City submitter: User receives application package.

Submitter scans any paper documents to PDF files.

Submitter user logs in and enters form information and uploads documents and submits the package.

If they are missing information they will not be able to submit the package.

One of the optional document types is in ZIP format and commenting is not relevant.

Reviewer receives email when package submitted.

Reviewer logs in and reviews package.

Reviewer enters additional application information.

Recommendation or return?

Recommendation

Reviewer selects either Recommend to Approve OR Recommend to Deny.

The appropriate recommendation PDF is created and emails are sent.

Post-review documents are optionally uploaded.

Application form data is now read-only for all users.

Submitter or reviewer can upload documents but must select the type of document from the list.

Acknowledgment not required and here for reference only.
Step 3: Establish your evaluation criteria

**Accuracy**
- Database informs submittal documents and form fields

**Consistency**
- Information submitted to the same portal and processed the same

**Expediency**
- Email notification for each step of the review sequence for prompts
Step 4: Get stakeholders on-board

By now, you know your stakeholders are and what you need from them

Make it easy for them to know how to start using system
Who Benefits from Permit Automation

Sm/Mid - Local
- Public facing
- Fewer permits
- Limited value

Large - Local
- Public facing
- Existing systems
- Stand alone or integrate

Regional/County
- Public or Jurisdiction facing
- Technical assistance
- Enforce shared policies

State Agency
- Public or Jurisdiction facing
- Provide to Small/Mid/Large
- Content holder and/or content reviewer
The 2-Minute Overview of PMRNRD Site

- Project List
- Filters Default
- Review Status
- Export Data

### City Reviewer

- Jurisdiction: Bellevue, Bennington, Blair, Boys Town, Douglas County, Fort Calhoun, Gretna, La Vista, Omaha, P-MRNDRD
- Parcel/Project ID:
- Firm Panel ID:
- Flood Plain Use Permit #:
- Application Status: Pending Submit, Pending Review, Recommended to Approve, Recommended to Deny
- Recommendation provided: on or after:
- Show at most: 20 display starting at 0

### Project List

<table>
<thead>
<tr>
<th>Parcel/Project ID</th>
<th>Firm Panel ID</th>
<th>Jurisdiction</th>
<th>Flood Plain Use Permit</th>
<th>Owner/Applicant Name</th>
<th>Proposed Project Type</th>
<th>Last Action</th>
<th>Next Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>042815a</td>
<td>Test 042815a</td>
<td>Bellevue</td>
<td>Test 042815a</td>
<td>Test 042815a</td>
<td>Grading/Paving</td>
<td>submitted</td>
<td>Review and recommend</td>
</tr>
<tr>
<td>01588293</td>
<td>31153C0061H</td>
<td>Papillion</td>
<td>FPD-15-0012</td>
<td>SGTS LLC</td>
<td>Grading/Paving</td>
<td>submitted</td>
<td>Review and recommend</td>
</tr>
<tr>
<td>0104480000</td>
<td>31055C0280H</td>
<td>Douglas County</td>
<td>PLN15-00016</td>
<td>Nebraska Games and Park Commission</td>
<td>Grading/Paving</td>
<td>submitted</td>
<td>Review and recommend</td>
</tr>
<tr>
<td>0023500000</td>
<td>31055C0114H</td>
<td>Omaha</td>
<td>City of Omaha</td>
<td>Other</td>
<td></td>
<td>submitted</td>
<td>Review and recommend</td>
</tr>
<tr>
<td>Pioneer View</td>
<td>31153C0070H</td>
<td>Papillion</td>
<td>FPD-16-0006</td>
<td>MBR Development LLC</td>
<td>Grading/Paving</td>
<td>submitted</td>
<td>Review and recommend</td>
</tr>
<tr>
<td>1600050050</td>
<td>31055C0334H</td>
<td>Omaha</td>
<td>FLD-16-00096</td>
<td>Rod Kush</td>
<td>New</td>
<td>submitted</td>
<td>Review and recommend</td>
</tr>
</tbody>
</table>

© 2015 Felsburg Holt & Ullevig / Threepoints Consulting, Inc. - All rights reserved.
## The 2-Minute Overview of PMRNRD Site

### Documents List

- Location Map: 7/9/2015
- Site Plan: 7/9/2015
- Grading Plan: 7/9/2015
- Building Elevations (architectural): 7/9/2015
- Elevation Certificate: 7/9/2015
- Additional Documentation: 7/14/2015

### Review History

- 7/14/2015: Application退回
  - Lori Laster, CPN (City of Omaha)
  - Need more information
- 7/9/2015: Application submitted
  - Travis Gibbons (City of Omaha)

### Forms

- Application Form
- Location Map
- Site Plan
- Grading Plan
- Building Elevations (architectural)
- Elevation Certificate
- Additional Documentation
- Project Narrative
- HEC-RAS (zip)
The 2-Minute Overview of PMRNRD Site

Applicant Fields
Firm Panel ID
Parcel Data Link
Address/No Address
Improvement Cost
The 2-Minute Overview of PMRNRD Site

Notifications
Application Submit
Application Return
Recommendation
Addl Documents

Be advised that an application form for 011590405 has been submitted for review on 6/7/2016 by Donna Lynam (Sarpy County). This requires action by the reviewer to continue the application process. Once approved, the applicant will be authorized to submit the required supplemental documentation.

Link to Permix-Papio-Missouri log in page: CLICK HERE

This is an auto-email from the Permix website
The 2-Minute Overview of PMRNRD Site

Reviewer Fields

Land Use

Base Flood Elev.

Venting

Enclosed Area
The 2-Minute Overview of PMRN RD Site

Reviewer Comments

PDF to PNG

ComReq

Multiple Reviewers

Change or Info only
## The 2-Minute Overview of PMRNRD Site

Submit Responses
Access Doc Page
ComReq
Required for Submit
#### Application for Floodplain Development Permit

6/20/2016

**Owner/Applicant Name:** Robert Brown  
**Address:** 22025 Chancellor Drive, Omaha NE  
**Project Type:** Remodel/Repair  
**Parcel #:** 2532187984  
**Jurisdiction:** Omaha

<table>
<thead>
<tr>
<th>Address</th>
<th>Street Name</th>
<th>Type</th>
<th>Suffix</th>
<th>Apartment</th>
</tr>
</thead>
<tbody>
<tr>
<td>#22025</td>
<td>Chancellor</td>
<td>Circle</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Flood Plain Name:** nothing selected  
**Flood Zone:** Zone AE  
**Base Flood Elevation:** NAVD 1988

The District has the following comments based on review of the submitted documentation:

This project consists of the extension of a roof on an existing building. No new structures will be built as part of this project.

This project does not appear to be a substantial improvement.

The District has no objections to this application.

If you have any questions or concerns, please contact me at (402) 315-1773 or at llaster@papionrd.org

Sincerely,
Lori Laster, CFM  
Stormwater Management Engineer

---

The 2-Minute Overview of PMRNRD Site

**Recommendation Letter**

**Recommend Approve**

**Recommend Deny**
The 2-Minute Overview of PMRNRD Site

Post-Recommendation Documents
Building Permits
Inspection Reports
VOV CofO
The 2-Minute Overview of PMRNRD Site

Database Review
Use Filters
Export to PDF
*Integrate to GIS
*Automate Metrics
What We’re Thinking Down the Road

Improve UI/UX/CX
Community Rating System
Oregon Biological Opinion
Technical Mapping Advisory
Community Rating System

300 – Public Information Activities
◦ 310 – Elevation Certifications
◦ 320 – Map Information

400 – Mapping and Regulations
◦ 410 – Floodplain Mapping
◦ 430 – Higher Regulatory Standards
◦ 440 – Flood Data Maintenance
how many floodplain development activities are permitted
where and when the development occurs
description of the development, including mitigation
impact of the development on natural floodplain functions
evaluation of community compliance with the NFIP
TMAC – Goals and Recommendations

Goal 2 – Recommendation 13
◦ Parcel and building footprint data

Goal 3 – Recommendation 16
◦ Manage NFIP database, ditch the panel

Goal 4 – Recommendation 10
◦ Structure specific flood frequency determination, ditch the 1% BFE

Goal 5 – Recommendation 1
◦ Consider the user (i.e. stakeholders)

Goal 6 – Recommendation 19
◦ Inter-agency, Inter-local coordination
Please connect and share your ideas

Lori Laster
- Stormwater Engineer
- Papio-Missouri River NRD
- (402) 315-1773
- llaster@papionrd.org
- twitter.com/oreoann75

Jesse Poore
- Environmental Planner
- Felsburg Hot & Ullevig
- (402) 438-7530
- jesse.poore@fhueng.com
- twitter.com/jesse_w_poore