



Flood Control District

of Maricopa County

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PRE-APPLICATION MEETING CHECKLIST FOR A RIGHT-OF-WAY PERMIT WITH THE FLOOD CONTROL DISTRICT OF MARICOPA COUNTY

Applicants are highly encouraged to meet with District staff early on in the permit process to establish a dialogue and understanding of the proposed improvements, for District staff to advise of the design requirements and to improve the completeness of formal application submittals. A pre-application meeting can be requested by contacting one of the District's Right-Of-Way Permit Coordinators.

In order to have a successful meeting the District requests that the following items, in Adobe PDF format, be uploaded to the District's permitting portal prior to the meeting:

1. A preliminary design report or project memo that includes the following information:

- Project name, owner and team members.
- An overview of the entire proposed project.
- An overview of the project improvements to be constructed on District property.
- If the project involves only temporary use of District property, provide information on what the use is for and an estimate of the length of time that the District's property is to be used for the proposed project.
- If applicable, a narrative of why the District's land is the preferred alternative for the proposed project and a discussion of the other alternative location(s) considered for the proposed project. *Please understand that, for private "for-profit" developments, the District does not consider reduced cost for use of public versus private land as a reason that alternative location(s) are/were not evaluated by an applicant.*
- A preliminary project design schedule
- Any other known background information.

2. A concept site plan that includes the following information:

- Overall location map showing major cross streets along with identifying the Section, Township, and Range.
- Displaying all property lines, parcel numbers and APN's.
- Showing all significant natural features and existing buildings.
- Identify potentially impacted District structures and real property.
- A layout of proposed improvements. If alternatives exist, show footprint/alignment of alternative locations.