

**SOUTHERN SANDOVAL COUNTY ARROYO FLOOD CONTROL AUTHORITY
(SSCAFCA)**

PLANNING DOCUMENT HIERARCHY POLICY

WHEREAS, the Southern Sandoval County Arroyo Flood Control Authority (SSCAFCA) recognizes the value of planning and coordination to insure future infrastructure is efficiently programmed and budgeted; and effectively installed and maintained; and

WHEREAS, SSSCAFCA undertakes many types of planning efforts to address the different needs necessary to coordinate and implement flood control facilities protective of the public and its property; and

WHEREAS, SSSCAFCA wishes to insure clear understanding and proper use of the different planning documents.

NOW, THEREFORE, BE IT RESOLVED that the adoption of the Planning Document Hierarchy Policy is hereby approved by the Executive Engineer of the Southern Sandoval County Arroyo Flood Control Authority:

Approved for use and effective this 30th day of November 2010.

Southern Sandoval County Arroyo
Flood Control Authority



David Stoliker, P.E.
Executive Engineer

PREFACE

The Southern Sandoval County Arroyo Flood Control Authority (herein referred to as SSCAFCA) updated and adopted its "Drainage Policy" in June 2008 and developed and adopted a Development Process Manual (herein referred to as DPM) in June 2010. Both documents identify planning as a necessary and vital part of proper project development. Planning provides for coordination with other entities for the common good of the public and assists in effective and efficient design and installation of needed infrastructure. It helps us build it right the first time.

It is recognized that there are different types of plans necessary to address the many issues facing development and the many phases of implementation needed for ultimate build-out of our community. Each plan is designed to serve many purposes and is dependent upon information produced in other plans and reports. No one plan can act independently of all others. Therefore, a "Planning Hierarchy" is needed to properly align and connect the many plans being developed and used. This "Planning Document Hierarchy Policy" conforms to the Drainage Policy and the DPM and is intended to provide additional guidance as to their use.

General Statement

As stated in the "SSCAFCA Drainage Policy", SSCAFCA "will serve a public use and will promote the health, safety, prosperity, security and general welfare of the inhabitants within its territory". To assist in accomplishing the task, SSCAFCA proposes drainage planning in advance of development. Approved planning documents are required prior to projects being funded and constructed.

Planning documents estimate the character, amounts, frequency and duration of storm water runoff and sediment transport within its jurisdiction. Planning shall provide for facility identification and implementation and the integration of multi-use, "quality of life" features desired by the public. Planning shall recognize that given a diverse population, a multitude of diverse quality of life features are intended to be developed and implemented into our facilities. Planning documents shall identify and protect critical and endangered, natural habitats and its associated unique geologic features with the understanding that native, indigenous species and natural vegetation are cherished by many in our society. Planning also fosters advance rights-of-way (ROW) identification and acquisition decreasing the cost to the taxpayers that bear the burden for all that SSCAFCA does.

These planning documents must identify criteria and assumptions used in the development of the document, utilize fully developed upland conditions to identify drainage deficiencies and risks, identify and address erosion issues and concerns, plan and budget future design and construction efforts, and recognize that public waters once collected must be controlled and released to public ROW in a fashion that protects the public and its property.

All planning efforts shall serve SSCAFCA's missions, vision and goals by protecting the public, its property and necessary infrastructure. Coordination with other local, state and federal governments, utilities, neighborhoods and other affected persons or groups is critical in SSCAFCA's planning efforts.

"If you don't know where you are going, you might wind up somewhere else" Yogi Berra

Planning Documents: Types, Purposes, General Provisions and Hierarchy

The following describes the types, intended purposes and general provisions, interrelation and priority between the various types of drainage-related planning documents developed for or overseen by SSCAFCA.

Watershed Management Plans

A Watershed Management Plan (WMP) is a comprehensive study of the drainage characteristics of a watershed which establishes **the** plan for managing drainage within the watershed. This is the highest level plan and all other planning documents must conform to this plan. A WMP is always created and updated by SSCAFCA and defines the long-term planning (e.g., the 30,000' view) for all drainage elements in the confines of a single watershed. The WMP conforms to the Development Process Manual (DPM) assumptions of fully-developed, existing platting. Exceptions can occur if an alternative planning effort has been prepared and approved by the local government entities in charge of planning in that portion of the watershed, and it is recommended by the local entity for use in the WMP. Exceptions must be recognized and accepted by SSCAFCA's Executive Engineer. Interbasin storm water transfers are discouraged and treated as exceptions requiring prior approval. At a minimum, the WMP shall identify the following:

1. All drainage conditions, FEMA floodplains, lateral erosion envelop (LEE) lines, facilities, patterns, flows and constraints for both the existing and developed conditions.
2. Any and all deficiencies in the existing, regional drainage system and proposed replacement structures/systems to address the deficiencies (> 500 cfs).
3. Provide a comprehensive plan to address regional, flooding impacts from the 2 year, 10 year and 100 year events, including sediment transport analysis to address erosion and sedimentation issues in SSCAFCA's arroyos and facilities.
4. Determine location, size and estimated cost of future storm drainage facilities needed to be constructed to protect the public and property.
5. In partnership with a local sponsor(s), identify potential quality of life amenities for future funding and implementation.
6. Identify and address critical natural habitat(s) and the unique features necessary for protection with goal of continued sustainability.
7. Identify ROW necessary for preservation and acquisition both for facilities identified in the plan but also for critical habitat preservation and for protection of the public due to unwise development placing homeowners in danger due to flooding.
8. Address storm water quality facilities necessary to address environmental concerns.
9. Identify those facilities to be administered, owned, operated and/or maintained by SSCAFCA.
10. Cultivate partnerships with other entities, including them on the project team and allowing for review and approval in an open and transparent fashion.
11. Prioritize the needs identified in the WMP including cost estimates and an implementation schedule for all critical facilities that will be required in the next twenty (20) years.

A WMP, and all future updates, will identify and incorporate all other, existing planning efforts as part of its development and verify this information to insure its veracity and applicability. All other future planning efforts shall conform to the WMP and recognize its prominence as the overriding planning document thus insuring the protection of the public and property within its boundaries.

Drainage Facility Plans

A Drainage Facility Plan (DFP) is a secondary plan subordinate to its associated WMP. The DFP utilizes information contained in the WMP to further identify facilities for design/construction and ROW for acquisition. The DFP can be prepared by SSCAFCA or others, including a private entity, with the conditions that it must be reviewed and approved by SSCAFCA's Executive Engineer and that it be certified by the Engineer-of-Record to fully meet SSCAFCA's criteria as a condition of approval. The DFP shall be used to determine drainage amounts and patterns for the existing and developed condition for a proposed development, area or facility within a portion of the watershed (e.g., the 3,000' view). The DFP identifies plans and estimates the cost of drainage facilities that are required to support the proposed development, area or facility and addresses any contributing upstream drainage while protecting downstream properties and structures.

The DFP defines how a development area or facility will be planned, designed, budgeted, rights-of-way acquired, constructed and maintained. Quality of life features, protection of native habitats identified in the WMP or of concern to SSCAFCA shall be addressed in the DFP. The DFP typically is contained in one SSCAFCA watershed, however if the development is large enough or so situated, it could lie in two or more watersheds. Any proposed inter-watershed storm water transfers must comply with all Federal, State and local requirements and be approved by SSCAFCA's Executive Engineer. (Note: FEMA requirements are especially applicable including any increases in base flood elevations.) In all cases, the proposed drainage flows for developed conditions, drainage patterns, and sediment amounts must conform and comply with the approved WMP or be identified as an exception or correction to the WMP. All exceptions or corrections shall be identified in writing, submitted to SSCAFCA and approved by SSCAFCA's Executive Engineer. The DFP must contain the hydrology model or engineering calculations in a form acceptable to SSCAFCA and must certify that the hydrology model/calculations are in compliance with the WMP and SSCAFCA's DPM. SSCAFCA is responsible for incorporation of the DFP hydrology model into the WMP hydrology model. Development shall be responsible for its appropriate portion of all drainage facilities, quality of life features, protection of critical habitat and other drainage or flood control items identified in the WMP.

Miscellaneous Plans and Reports (Grading and Drainage Plans, Erosion Control Plans, Grading Plans, Drainage Reports and others)

Miscellaneous plans and reports are prepared for a multitude of reasons including construction of major/minor subdivisions and single family dwelling units (or additions) or to address particular issues as well as for many other reasons. These "lower level" plans include Grading and Drainage Plans, Erosion Control Plans, Drainage Reports and others are considered tertiary plans subordinate to applicable WMP's and DFP's. These plans shall address all issues identified in the associated WMP/DFP, including but not limited to comparing existing and developed

conditions, including all criteria needed to properly assess the impacts of the intended changed conditions and sufficient engineering to assure that there are no adverse effects to downstream properties or structures. These Tertiary Plans must all include proper engineering analysis and documentation and, if applicable, a digital copy of the hydrology model for inclusion into the WMP/DFP hydrology model to ensure the model meets SSCAFCA's DPM criteria and that the model or engineering calculations are in compliance with the SSCAFCA-approved WMP/DFP. All tertiary plans must be certified by the Engineer-of-Record, fully comply with all SSCAFCA criteria and be approved by SSCAFCA or its designee.

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