100 YEAR FLOODPLAIN
PLAN REVIEW
SUBMITTAL CHECKLIST
Prince George’s County
Department of Permitting, Inspections and Enforcement

This checklist identifies submittal requirements for
100 Year Floodplain Plan Review

All plan review applications, retrieval of plan comments and plan approvals are processed through Project Dox. Fee can be paid by mailing payment\(^1\) to Prince George’s County DPIE, 9400 Peppercorn Pl, suite 230. Largo, Maryland 20774. Attn: Floodplain Manager OR online at https://dpiestatus.princegeorgescountymd.gov/site/public/epayments/casestatus.aspx

A. PLAN SUBMISSION STEPS & REQUIREMENTS:

1. First Submittal: Existing 100-year floodplain inquiry (request for existing floodplain studies):
   - Complete floodplain information request form. Follow instruction on form.
   - Fee $52.50 ($50 + 5% tech fee)

2A. Second Submittal (Option A): Request for DoE to perform the study. **Not available currently.**
   - Letter addressed to Department of Environment (DoE) requesting floodplain modeling to be conducted and include tax map that highlights the limits of the project site.
   - Modeling Fees (select appropriate)
     - Existing channel conditions floodplain modeling fee $2500 + 5% tech fee.
     - Existing and proposed channel conditions floodplain modeling fee $3500 + 5% tech fee.
     - Floodplain study for single lot less than 5 acres fee $250 + 5% tech fee.
   - **Fee submission should be directly coordinated with DoE.**
   - Project plan identifying limit of project and limit of floodplain to be modeled.
   - Detailed project topography along stream valleys.
   - Road Profile, minimum road elevation for roads crossing floodplain.
   - Number/Size/Inverts/Type/Length of pipes crossing floodplain.
   - Upstream and downstream maximum low chord elevations of each pipe crossing floodplain.
   - Bridge Configuration (pier shape, width, elevation, number).
   - Headwall and wingwall types.
   - FHA chart number and scale number for culvert.
   - Cut/Fill compensatory storage calculations for any fill in floodplain.
   - Provide completed floodplain design checklist.

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\(^1\) Fees may be made by check, or money order payable to “Prince George’s County Government”
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- **2B. Second Submittal (Option B)**
  Request for Review of Consultant Prepared Model of Existing or Proposed 100 Year Floodplains:
  - DPIE response to floodplain information request form
  - Floodplain review fee (review of study performed by consultant/engineer and floodplain delineations): $0.50 per linear foot of stream plus $200 per structure plus 5% tech fee
  - If Engineer/Consultant Performed Study, follow information noted in SWM design manual, chapter 4.
  - Provide completed floodplain design review latest checklist. Case will not be accepted without completed checklist. Checklist should be signed by PE for QC verification.

- **3. Third Submittal: Existing or Proposed 100 Year Floodplain Delineation**
  (Submit after floodplain modeling/study is approved):
  - Floodplain review fee: $0.50 per linear foot of stream plus $200 per structure plus 5% tech fee.
  - Provide completed floodplain design review latest checklist. Case will not be accepted without completed checklist. Checklist should be signed by PE for QC verification.
  - Approved site concept letter and plan (if available)

**Note:** Each Plan Submittal must include the above items, as appropriate to submittal #1, #2 or #3. If any items are omitted, the submittal may not be accepted for processing. Applicant to provide explanation for omitted items below:

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