

**CHECKLIST OF REQUIREMENTS FOR
FLOOD CONVEYANCE CHANNEL
ENCROACHMENT PERMIT APPLICATION**

- Completed application form; plus three complete sets of all documents provided.

- A narrative of proposed work including, at a minimum:
 - A general description of the proposed work effort.
 - Area map with work site surveyed cross sections and established benchmarks delineated.
 - Drawings of proposed work features within the flood control channel, including design details where appropriate.
 - Detailed schedule of work including mobilization, construction and demobilization.
 - Project design shall provide location of access to the Truckee River channel for construction equipment use. Carson Truckee Water Conservancy District shall have access necessary for repairs after encroachment.

Surveyed cross section and drawings prepared by a registered Nevada Professional Engineer (PE) or Professional Land Surveyor (PLS).

- Depict the channel upstream and downstream of proposed work area, and the immediate area of proposed work features.
 - Extend cross sections to top of both banks of the flood control channel and show channel geometry below waterline, where possible.
 - Tie survey into nearest, established benchmark (i.e. City of Reno, U.S.G.S., N.G.S.) related to NAD 1988.
 - Show all measurements in survey feet, to the nearest 0.1 foot.
 - Indicate date of survey and elevation of waterline.
 - Provide copy of hydraulic modeling input/output as appropriate.
 - Upon completion of construction provide AS-BUILT drawings of all improvements.
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- Pertinent permits or clearances (where applicable) issued from:
 - Army Corps of Engineers, Regulatory Branch (Reno Office, 784-5304)
 - Dept. of Conservation and Natural Resources, Division of State Lands (687-2720)
 - NV Division of Environmental Protection, Bureau of Water Quality Planning (687-9444)
 - Nevada Division of Wildlife (688-1500)
 - U.S. Fish and Wildlife Service (861-6300)
 - NV Department of Transportation (834-8330)
 - Other Permits as may be required including but not limited to: City, County, Building Permits, Special Use Permits, Rights of Access/Entry, etc.; applicant's responsibility to determine requirements.
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- Supplemental Information may be provided in electronic format along with printed materials in an effort to expedite reviews.
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- Application Fee: \$400 initial fee to be submitted with the complete application to CTWCD covers the first three hours of staff review; Additional review hours will be billed to the applicant at \$150 per hour.

