

[Date]

Sample Watercourse Alteration and/or Relocation
Notification Letter
Sioux Falls Ordinance Appendix D, Section 3.07
Title 44, Park 60.3(b)(6)

[Name]

[Address]

[City, State Zip]

The Honorable _____
Mayor/County Commissioner of _____
(Adjacent Community Name, SD Zip)

Dear [Mayor/County Commission _____]:

Subject: Notification of Watercourse Alteration

You are hereby notified pursuant to Part 60.3 of the National Flood Insurance Program that the City of Sioux Falls has received and is reviewing a floodplain development permit application to **(Example: clear and straighten a section of the Big Sioux River)**. A copy of the project plans is enclosed for your information and review.

If you have concerns about the impacts of this project on your community, please contact:

Michael A. Roth
Floodplain Administrator
City of Sioux Falls
224 West Ninth Street
P.O. Box 7402
Sioux Falls, SD 57117-7402
Telephone: 605-367-8670

Sincerely,

[Name]

[Title]

Enclosure

cc: Michael A. Roth, Floodplain Administrator
South Dakota Department of Emergency Management
Federal Insurance Administrator