

**SCHUYLKILL TOWNSHIP**  
**ORDINANCE NO.**

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**AN ORDINANCE REQUIRING ALL PERSONS, PARTNERSHIPS, BUSINESSES,  
AND CORPORATIONS TO OBTAIN A PERMIT FOR ANY CONSTRUCTIONS OR  
DEVELOPMENT; PROVIDING FOR THE ISSUANCE OF SUCH PERMITS; SETTING FORTH  
CERTAIN MINIMUM REQUIREMENTS FOR NEW CONSTRUCTION AND DEVELOPMENT  
WITHIN AREAS OF THE TOWNSHIP WHICH ARE SUBJECT TO FLOODING, AND  
ESTABLISHING PENALTIES FOR ANY PERSONS WHO FAIL, OR REFUSE TO COMPLY  
WITH, THE REQUIREMENTS OR PROVISIONS OF THIS ORDINANCE.**

**ARTICLE I. STATUTORY AUTHORIZATION**

This legislature of the Commonwealth of Pennsylvania has, by the passage of Pennsylvania Flood Plain Management Act of 1978, delegated the responsibility of local governmental units to adopt flood plain management regulations to promote public health, safety, and the general welfare of its citizenry. Therefore, the Supervisors of the Township of Schuylkill, does hereby order as follows.

**ARTICLE II. GENERAL PROVISIONS**

**SECTION 2.01**

**INTENT**

The intent of this Ordinance is to:

- A. Promote the general health, welfare, and safety of the community.
- B. Encourage the utilization of appropriate construction practices in order to prevent or minimize flood damage in the future.
- C. Minimize danger to public health by protecting water supply and natural drainage.
- D. Reduce financial burdens imposed on the community, its governmental units, and its residents, by preventing excessive development in areas subject to flooding.
- E. Comply with federal and state flood plain management requirements.

**SECTION 2.02**

**Applicability**

A. It shall be unlawful any person, partnership, business, or corporation to undertake, or cause to be undertaken, any construction or development anywhere within the Township of Schuylkill unless a permit has been obtained from the Floodplain Administrator.

B. A Permit shall not be required for minor repairs to existing buildings or structures.

**SECTION 2.03**

**Abrogation and Greater Restrictions**

This ordinance supercedes any other conflicting provisions which may be in effect in identified floodplain areas. However, any other ordinance provisions shall remain in full force and effect to the extent that those provisions are more restrictive shall apply.

**SECTION 2.04**

**Severability**

If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance shall be declared invalid for any reason whatsoever, such a decision shall not affect the remaining portions of the Ordinance, which shall remain in full force and effect, and for this purpose the provisions of this Ordinance are hereby declared to be severable.

**SECTION 2.05**

**Warning and Disclaimer of Liability**

The degree of flood protection sought by the provisions of this Ordinance is considered reasonable for regulatory purposes and is based on accepted engineering methods of study. Larger floods may occur or flood heights may be increased by man-made or natural causes, such as ice jams and bridge openings restricted by debris. This Ordinance does not imply that areas outside any identified floodplain areas, or that land uses permitted within such areas will be free from flooding or flood damages.

This Ordinance shall not create liability on the part of the Township of Schuylkill or any officer or employee thereof for any flood damages that result from reliance on this Ordinance or any administrative decision lawfully made there under.

**ARTICLE III.**

**ADMINISTRATION**

**SECTION 3.01**

**Designation of Floodplain Administrator**

The zoning officer within the Township is hereby appointed to administer and enforce this ordinance and is referred to herein as the Floodplain Administrator.

**SECTION 3.02**

**Permits Required**

A permit shall be required before any construction or development is undertaken within any area of the Township of Schuylkill.

**SECTION 3.03**

**Duties and Responsibilities of the Floodplain Administrator**

A. The Floodplain Administrator shall issue a Permit only after it has been determined that the proposed work to be undertaken will be in conformance with the requirements of this and all other applicable codes and ordinances.

B. Prior to the issuance of any permit, the Floodplain Administrator shall review the application for the permit to determine if all other necessary government permits required by state and federal laws have been obtained, such as those required by the Pennsylvania Sewage Facilities Act (Act 1966-537, as amended); the Pennsylvania Dam Safety and Encroachments Act (Act 1978-325, as amended) the Pennsylvania Clean Stream Act (Act 1937-394, as amended); and the U.S. Clean Water Act, Section 404, 33, U.S.C. 1344. No permit shall be issued until this determination has been made.

C. During this construction period, the Floodplain Administrator or other authorized official shall inspect the premises to determine that the work is progressing in compliance with the information provided on the permit application and will all applicable municipal completion of the work as are necessary.

D. In the discharge of his/her duties, the Floodplain Administrator shall have the authority to enter any building, structure, premises, or development in the identified floodplain area, upon presentation of proper credentials, at any reasonable hour to enforce the provisions of this ordinance.

E. In the event the Floodplain Administrator discovers that the work does not comply with the permit application or any applicable laws and ordinances, or that there has been a false statement or misrepresentation by the applicant, the Floodplain Administrator shall revoke the Permit and report such fact to the Supervisor for whatever action is considers necessary.

F. The Floodplain Administrator shall maintain all records associated with the requirements of this ordinance including, but not limited to, permitting, inspection and enforcement.

G. The Floodplain Administrator shall consider the requirements of the 34 PA Code and the 2006 IBC and the 2006 IRC or latest versions thereof.

**SECTION 3.04**

**Application Procedures and Requirements**

A. Application for such a Permit shall be made, in writing, to the Floodplain Administrator on forms supplied by the Township of Schuylkill. Such application shall contain the following:

1. Name and address of applicant.
2. Name and address of owner of land on which proposed construction is to occur.
3. Name and address of the contractor.
4. Site location including address.
5. Listing of other permits required.
6. Brief description of proposed work and estimated cost, including a breakout of flood related Cost and the market value of the building before the flood damage occurred where appropriate.
7. A plan of the site showing exact size and location of the proposed construction as well as any existing buildings or structures.

B. If any proposed construction or development is located entirely or partially within any identified floodplain area, applicants for Permits shall provide all the necessary information in sufficient detail and clarity to enable the Floodplain Administrator to determine that:

1. all such proposals are consistent with the need to minimize flood damage and conform with the requirements of this and all other applicable codes and ordinances;
2. all utilities and facilities, such as sewer, gas, electrical and water systems are located and Constructed to minimize or eliminate flood damage; and
3. adequate drainage is provided so as to reduce exposure to flood hazards.
4. structures will be anchored or prevent floatation, collapse, or lateral movement.
5. building materials are flood-resistant.
6. appropriate practices that minimize flood damage have been used.
7. electrical, heating, ventilation, plumbing, air conditioning equipment, and other service Facilities have been designated and/or located to prevent water entry or accumulation.

C. Applicants shall file the following minimum information plus any other pertinent information as may be required by the Floodplain Administrator to make the above determination:

1. A completed Permit Application Form.
2. A plan of the entire site, clearly and legibly drawn at scale of one (1) inch being equal to one hundred (100) feet or less, showing the following:
  - a. north arrow, scale, and date;
  - b. topographic contour lines, if available;
  - c. the location of all existing and proposed buildings, structures, and other improvements, including the location of any existing or proposed subdivision and development;
  - d. the location of all existing streets, drives, and other access ways; and
  - e. the location of any existing bodies of water or watercourses, identified floodplain areas, and, if available, information pertaining to the floodway, and the flow of water including direction and velocities.
3. Plans of all proposed buildings, structures and other improvements, drawn at suitable scale showing the following:
  - a. the proposed lowest floor elevation and any proposed building based upon North American Vertical Datum of 1988;
  - b. the elevation of the base flood;
  - c. supplemental information as may be necessary under 34 PA Code, the 2006 IBC or the 2006 IRC.
4. The following data and documentation:
  - a. if available, information concerning flood depths, pressures, velocities, impact, and uplift forces and other factors associated with a base flood; and
  - b. detailed information concerning any proposed flood proofing measures and corresponding elevations.
  - c. documentation, certified by registered professional engineer or architect, to show that the cumulative effect of any proposed development within a Special Floodplain Area (See section 4.02 B) when combined with all other existing and anticipated Development, will not increase the base flood elevation more than one (1) foot at any point.
  - d. a document, certified by a registered professional engineer or architect, which states that the proposed construction or development has been adequately designed to withstand the pressures, velocities, impact and uplift forces associated with the base flood elevation.  
Such statement shall include a description of the type and extent of flood proofing

Measures which have been incorporated into the design of the structure and/or the Development.

e. detailed information needed to determine compliance with Section 5.03 f, Storage and Section 5.04, Development Which May Endanger Human Life, including:

i. the amount, location and purpose of any materials or substances referred to in Sections 5.03 f and 5.04 which are intended to be used, produced, stored or otherwise maintained on site.

ii. a description of the safeguards incorporated into the design of the proposed structure to prevent leaks or spills of the dangerous materials or substances listed in Section 5.04 during a base flood.

f. the appropriate component of the Department of Environmental Protection's "Planning Module for Land Development."

g. where any excavation or grading is proposed, a plan meeting the requirements of the Department of Environmental Protection, to implement and maintain erosion and Sedimentation control.

D. Applications for permits shall be accompanied by a fee, payable to the municipality based upon the estimated cost of the proposed construction as determined by the Floodplain Administrator.

### **SECTION 3.06**

#### **Changes**

After the issuance of a Permit by the Floodplain Administrator, no changes of any kind shall be made to the application, permit or any of the plans, specifications or other documents submitted with the application without the written consent or approval of the Floodplain Administrator. Requests for any such change shall be in writing, and shall be submitted by the applicant to the Floodplain Administrator for consideration.

### **SECTION 3.08**

#### **Placards**

In addition to the Permit, the Floodplain Administrator shall issue a placard which shall be displayed on the premises during the time construction is in progress. This placard shall show the number of the Permit the date of its issuance and be signed by the Floodplain Administrator.

### **SECTION 3.09**

#### **Start of Construction**

Work on the proposed construction and/or development shall begin within 180 days after the date of issuance and shall be completed within twelve (12) months after the date of issuance of the Permit or the permit shall expire unless a time extension is granted, in writing, by the Floodplain Administrator. Construction and/or development shall be considered to have started with the preparation of land, land

clearing, grading, filling, excavation of basement, footings, subsurface footings, or the installation of sewer, gas and water pipes, or electrical or other service lines from the street.

Time extensions shall be granted only if a written request is submitted by the applicant, which sets forth sufficient and reasonable cause for the Floodplain Administrator to approve such a request.

**SECTION 3.10**                      **Enforcements**

**A. Notices**

Whenever the Floodplain Administrator or other authorized municipal representative determines that there are reasonable grounds to believe that there has been a violation of any provisions of this Ordinance, or of any regulations adopted pursuant thereto, the Floodplain Administrator shall give notice of such alleged violation as hereinafter provided. Such notice shall:

1. be in writing;
2. include a statement of the reasons for its issuance;
3. allow a reasonable time not to exceed a period of thirty (30) days for the Performance of any act it requires;
4. be served upon the property owner or his agent as the case may require; provided, however, that such notice or order shall be deemed to have been properly served upon such owner or agent when a copy thereof has been served with such notice by any other method authorized or required by the laws of this State;
5. contain an outline of remedial action which, if taken, will effect compliance with the provisions of this Ordinance.

**B. Penalties**

Any person who fails to comply with any or all of the requirements or provisions of this Ordinance or who fails or refuses to comply with any notice, order of direction of the Floodplain Administrator or any other authorized employee of the municipality shall be guilty of a misdemeanor and upon conviction shall pay a fine to Schuylkill Township, of not less than Twenty-five Dollars (\$25.00) nor more than Six Hundred Dollars (\$600.00) plus costs of prosecution. In addition to the above penalties all other actions are hereby reserved including an action in equity for the proper enforcement of this Ordinance. The imposition of a fine or penalty for any violation of, or noncompliance with, this Ordinance shall not excuse the violation or noncompliance or permit it to continue and all such persons shall be required to correct or remedy such violations and noncompliance within a reasonable time. Any development initiated or any structure or building constructed, reconstructed, enlarged, altered, or relocated, in noncompliance with this Ordinance may be declared by the Supervisors to be a public nuisance and abatable as such.

**SECTION 3.11**                      **Appeals**

A. Any persons aggrieved by any action or decision of the Floodplain Administrator concerning the administration of the provision of this Ordinance, may appeal to the Supervisors. Such appeal must

be filed, in writing, within thirty (30) days after the decision, determination or action of the Floodplain Administrator.

B. Upon receipt of such appeal the Supervisors shall set a time and place, within not less than ten (10) or not more than thirty (30) days, for the purpose of considering the appeal. Notice of the time and place at which the appeal will be considered shall be given to all parties.

C. Any person aggrieved by any decision of the Supervisors may seek relief there from by appeal to court, as provided by the laws of this State including Pennsylvania Floodplain Management Act.

## **ARTICLE IV. IDENTIFICATION OF FLOODPLAIN AREAS**

### **SECTION 4.01 Identification**

The identified floodplain area shall be any areas in Schuylkill Township, classified as special flood hazard areas (SFHAs) in the Flood Insurance Study (FIS) and the accompanying Flood Insurance Rate Maps (FIRMs) as date DATE NEEDED and issued by the Federal Emergency Management Agency (FEMA) or the most recent revision thereof, including all digital data developed as part of the Flood Insurance Study.

The above referenced FIS and FIRMs, and any subsequent revisions and amendments are hereby adopted by Schuylkill Township and declared to be a part of this ordinance.

### **SECTION 4.02 Description and Special Requirements of Identified Floodplain Areas**

The identified floodplain area shall consist of the following specific areas:

#### **A. Floodway Area**

1. Description – the area identified as Floodway in the FIS which represents the channel Of a watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation by more than one (1) foot at any point.

This term shall also include floodway areas which have been identified in the available studies or sources of information for those special floodplain areas where no floodway has been identified in the FIS.

#### **2. Special Requirements:**

- a. Any encroachment that could cause any increase in flood heights shall be prohibited.
- b. No new construction or development shall be allowed, unless a permit is obtained from the Department of Environmental Protection Regional Office.

#### **B. Special Floodplain Area**

1. Description – the areas identified as Zones AE and A1-30 in the FIS which are subject to inundation by the 1-percent-annual chance flood event determined by detailed Methods and have base flood elevations (BFEs) shown.
2. Special Requirements:
  - a. No new construction or development shall be located within the area



measured fifty (50) feet landward from the top-of-bank of any watercourse, unless a permit is obtained from the Department of Environmental Protection Regional Office.

b. In Special Floodplain Areas without a designated floodway, no new development shall be permitted unless it can be demonstrated that the cumulative effect of all past and projected development will not increase the BFE by more than one (1) foot.

### **C. Approximate Floodplain Area**

1. Description – the areas identified in Zone A in the FIS which are subject to inundation by the 1-percent-annual-chance flood event determined using approximate methodologies. Because detailed hydraulic analyses have not been performed, no BFEs or flood depths are shown.

2. Special Requirements:

a. No new constructions or development shall be located within the area measured fifty (50) feet landward from the top-of-bank of any watercourse, unless a permit is obtained from the Department of Environmental Protection Regional Office.

b. When available, information from other Federal, State, and other acceptable sources shall be used to determine the BFE, as well as a floodway area, if possible. When no other information is available, the BFE shall be determined by using a point on the boundary of the identified floodplain area which is nearest the construction site in question. In lieu of the above, the municipality may require the applicant to determine the elevation with hydrologic and hydraulic engineering techniques. Hydrologic and hydraulic analyses shall be undertaken only by professional engineers or others of demonstrated qualifications, who shall certify that the technical methods used correctly reflect currently accepted technical concepts. Studies, analyses, computations, etc., shall be submitted in sufficient detail to allow a thorough technical review by Schuylkill Township.

### **D. Shallow Flooding Area**

1. Description – the area identified as Zones AO and AH in the FIS. These areas are Subject to inundation by 1-percent-annual-chance shallow flooding where average Depths are between one and three feet.

2. Special Requirements – establish drainage paths to guide floodwaters around and away from structures on slopes.

## **SECTION 4.03**

### **Changes in Identification of Area**

The identified floodplain area may be revised or modified by the Supervisors where studies or information provided by a qualified agency or person documents the need for such revision. However, prior to any such change, approval must be obtained from the FEMA. Additionally, as soon as

practicable, but not later than six (6) months after the date such information becomes available; a community shall notify the FEMA of the changes by submitting technical or scientific data.

**SECTION 4.04**

**Boundary Disputes**

Should a dispute concerning any identified floodplain boundary arise, an initial determination shall be made by Schuylkill Township Planning Commission and any party aggrieved by this decision or determination may appeal to the Supervisors. The burden of proof shall be on the appellant.

**ARTICLE V. TECHNICAL PROVISIONS**

**SECTION 5.01**

**General**

**A. Alterations or Relocation of Watercourse**

1. No encroachment, alteration, or improvement of any kind shall be made to any watercourse until all adjacent municipalities which may be affected by such action have been notified by the municipality, and until after all required permits or approvals have been first obtained from the Department of Environmental Protection Regional Office.
2. No encroachment, alteration, or improvement of any kind shall be made to any watercourse unless it can be shown that the activity will not reduce or impede the the flood carrying capacity of the watercourse in any way.
3. In addition, the FEMA and Pennsylvania Department of Community and Economic Development, shall be notified prior to any alteration or relocation of any Watercourse.

B. Technical and scientific data shall be submitted to FEMA or a Letter of Map Revision (LOMR) within six (6) months of completion of any new construction, development, or other activity resulting in changes in the BFE.

C. Any new construction, development, uses or activities allowed within any identified floodplain area shall be undertaken in strict compliance with the provisions contained in this Ordinance and any other applicable codes, ordinances and regulations.

**SECTION 5.02**

**Elevation and Flood proofing Requirements**

NOTE: The requirement to elevate and flood proof to the regulatory flood elevation (or the base flood elevation plus one and one-half (1½) foot of freeboard) as stated in this section is an alternative to the basic National Flood Insurance Program's (NFIP's) requirement to elevate and flood proof to the BFE. The elevation of structures an additional 1½ foot of freeboard reduces insurance premium rates and also provides a greater level of protection.

#### A. Residential Structures

1. In AE, A1-30, and AH Zones, any new construction or substantial improvement shall have the lowest floor (including basement) elevated up to, or above, the regulatory flood elevation.
2. In A Zone, where there are no Base Flood Elevations specified on the FIRM, any new construction or substantial improvement shall have the lowest floor (including basement) elevated up to, or above, the regulatory flood elevation determined in accordance with Subsection 4.02.C.2b of this ordinance.
3. In AO Zones, any new construction or substantial improvement shall have the lowest floor (including basement) at or above the highest adjacent grade at least as high as the depth number specified on the FIRM.
4. The design and construction standards and specification contained in the 2006 International Residential Code (IRC) or the most recent revision thereof and ASCE 24 And 34 PA Code (Chapters 401-405 as amended) shall be utilized.

#### B. Non-Residential Structures

1. In AE, A1-30 and AH Zones, any new construction or substantial improvement of a non-residential structure shall have the lowest floor (including basement) elevated up to, or above the regulatory flood elevation, or be designed and construction so that the space enclosed below the regulatory flood elevation:
  - a. is flood proofed so that the structure is watertight with walls substantially impermeable to the passage of water and,
  - b. has structural components with capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy:
2. In A Zones, where there is no Base Flood Elevations are specified on the FIRM, any new constructions or substantial improvements shall have the lowest floor (including basement) elevated or completely flood proofed up to, or above, the regulatory flood elevation determined in accordance with Subsection 4.02.C.2b of this ordinance
3. In AO Zones, any new construction or substantial improvements shall have their lowest floor elevated or completely flood proofed above the highest adjacent grade to at least as high as the depth number specified on the FIRM.

4. Any non-residential structure, or part thereof, made watertight below the regulatory flood elevation shall be flood proofed in accordance with the W1 or W2 space classification standards contained in the publication entitled "Flood Proofing Regulations" published by the U.S. Army Corps of Engineers (June 1972, as amended March 1992) or with some other equivalent standard. All plans and specifications for flood proofing shall be accompanied by a statement certified by a registered professional engineer or architect which states that the proposed design and methods of construction are in conformance with the above referenced standards.
5. The design and construction standards and specifications contained in the 2006 International Building Code (IBC) and in the 2006 International Residential Code (IRC) or the most recent revisions thereof and ASCE 24 and 34 PA Code (Chapters 401-405 as amended) shall be utilized.

**C. Space below the lowest floor**

1. Fully enclosed space below the lowest floor (excluding basements) which will be used solely for the parking of a vehicle, building access, or incidental storage in an area other than a basement, shall be designed and constructed to allow for the automatic entry and exit of flood waters for the purpose of equalizing hydrostatic forces on exterior walls. The term "fully enclosed space" also includes crawl spaces.
2. Designs for meeting this requirement must either be certified by a registered professional engineer or architect, or meet or exceed the following minimum criteria:
  - a. a minimum of two openings having a net total area of not less than one (1) square inch for every square foot of enclosed space.
  - b. the bottom of all openings shall be no higher than one (1) foot above grade.
  - c. openings may be equipped with screens, louvers, etc. or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

**D. OPTIONAL: Accessory structures**

**Structures accessory to a principal building need not be elevated or flood proofed to remain dry, but shall comply, at a minimum, with the following requirements:**

1. the structure shall not be designed or used for human habitation, but shall be limited to the parking of vehicles, or to the storage of tools, material, and equipment related to the principal use or activity.
2. floor area shall not exceed 100 square feet.
3. the structure will have a low damage potential.
4. the structure will be located on the site so as to cause the least obstruction to

the flow of flood waters.

5. power lines, wiring, and outlets will be elevated to the regulatory flood elevation.
6. permanently affixed utility equipment and appliances such as furnaces, heaters, washers, dryers, etc. are prohibited.
7. sanitary facilities are prohibited.
8. the structure shall be adequately anchored to prevent flotation or movement and shall be designed to automatically provide for the entry and exit of floodwater for the purpose of equalizing hydrostatic forces on the walls. Designs for meeting this requirement must either be certified by a registered professional engineer or architect, or meet or exceed the minimum criteria:
  - a. a minimum of two openings having a net total area of not less than one (1) square inch for every square foot of enclosed space.
  - b. the bottom of all openings shall be not higher than one (1) foot above grade.
  - c. openings may be equipped with screens, louvers, etc. or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

### **SECTION 5.03**

### **Design and Construction Standards**

The following minimum standards shall apply for all construction and development proposed within any identified floodplain area:

- A. Fill if used shall:
  1. extend laterally at least fifteen (15) feet beyond the building line from all points;
  2. consist of soil or small rock materials only – Sanitary Landfills shall not be permitted;
  3. be compacted to provide the necessary permeability and resistance to erosion, scouring, or settling;
  4. be no steeper than one (1) vertical to two (2) horizontal, feet unless substantiated data, justifying steeper slopes are submitted to, and approved by the Floodplain Administrator; and;
  5. be used to the extent to which it does not adversely affect adjacent properties.
- B. Drainage Facilities

Storm drainage facilities shall be designed to convey the flow of storm water runoffs in a safe and efficient manner. The system shall insure proper drainage along streets, and provide positive drainage away from buildings. The system shall also be designed to prevent the discharge of excess runoff onto adjacent properties.

#### C. Water and Sanitary Sewer Facilities and Systems

1. All new or replacement water supply and sanitary sewer facilities and systems shall be located, designed and constructed to minimize or eliminate flood damages and the infiltration of flood waters.
2. Sanitary sewage facilities and systems shall be designed to prevent the discharge of untreated sewage into flood waters.
3. No part of any on-site sewage system shall be located within any identified floodplain area except in strict compliance with all State and Local Regulations for such systems. If any such system is permitted, it shall be located so as to avoid impairment to it, or containment from it, during a flood.
4. The design and construction provisions of the UCC and FEMA #348, Protecting Building Utilities from Flood Damages and the International Private Sewage Disposal Code shall be utilized.

#### D. Other Utilities

All other utilities such as gas lines, electrical and telephone systems shall be located, elevated (where possible) and constructed to minimize the chance of impairment during a flood.

#### E. Streets

The finished elevation of all new streets shall be no more than one (1) foot below the Regulatory Flood Elevation.

#### F. Storage

All materials that are buoyant, flammable, explosive, or in times of flooding, could be injurious to human, animal, or plant life, and not listed in Section 5.04, Development Which May Endanger Human Life, shall be stored at or above the Regulatory Flood Elevation and/or flood proofed to the maximum extent possible.

#### G. Placement of Building and Structures

All buildings and structures shall be designed, located, and constructed so as to offer the minimum obstruction to the flow of water and shall be designed to have a minimum effect upon the flow and height of flood water.

#### H. Anchoring

1. All buildings and structures shall be firmly anchored in accordance with accepted engineering practices to prevent flotation, collapse, or lateral movement.
2. All air ducts, large pipes, storage tanks, and other similar objects or components located below the Regulatory Flood Elevation shall be securely anchored or affixed to prevent flotation.

#### I. Floors, Walls, and Ceilings

1. Wood flooring used at or below the Regulatory Flood Elevation shall be installed to accommodate a lateral expansion of the flooring, perpendicular to the flooring grain without causing structural damage to the building.
2. Plywood used at or below the Regulatory Flood Elevation shall be of a "marine" or "water-resistant" variety:
3. Walls and ceilings at or below the Regulatory Flood Elevation shall be designed and constructed of materials that are "water-resistant" and will withstand inundation.
4. Windows, doors, and other components at or below the Regulatory Flood Elevation shall be made of metal or other "water-resistant" material.

#### J. Paints and Adhesives

1. Paints and other finishes used at or below the Regulatory Flood Elevation shall be of "marine" or "water-resistant" quality.
2. Adhesives used at or below the Regulatory Flood Elevation shall be of a "marine" or "water-resistant" variety.
3. All wooden components (doors, trim, cabinets, etc.) used at or below the Regulatory Flood Elevation shall be finished with a "marine" or "water resistant" paint or other finishing material.

#### K. Electrical Components

1. Electrical distribution panels shall be at least three (3) feet above the base flood elevation.
2. Separate electrical circuits shall serve lower levels and shall be dropped from above.

#### L. Equipment

1. Water heaters, furnaces, air conditioning and ventilating units, and other electrical, mechanical or utility equipment or apparatus shall not be located below the Regulatory Flood Elevation.

#### M. Fuel Supply Systems

All gas and oil supply systems shall be designed to prevent the infiltration of flood waters into systems and discharges from the system into flood waters. Additional provisions shall be made for the drainage of these systems in the event that flood water infiltration occurs

#### N. Uniform Construction Code Coordination

The Standards and Specifications contained in 34 PA Code (Chapters 401-405), as amended and not limited to the following provisions shall apply to the above and other sections and sub-section of this ordinance, to the extent that they are more restrictive and/or supplement the requirements of this ordinance. International Building Code (IBC) 2006 or the latest edition thereof: Secs. 801, 1202, 1403, 1603, 1605, 1612, 3402, and Appendix G. International Residential Building Code (IRC) 2006 or the latest edition Thereof: Secs. R104, R105, R109, R323, Appendix AE101, Appendix E, and Appendix J.

### **SECTION 5.04**

### **Development Which May Endanger Human Life**

- A. In accordance with the Pennsylvania Flood Plain Management Act, and the regulations adopted by the Department of Community and Economic Development and required by the Act, any new or substantially improved structure which:
1. will be used for the production and storage of any of the following dangerous material or substances; or,
  2. will be used for any activity requiring the maintenance of a supply of more than 550 gallons or other comparable volume, of any of the following dangerous materials or substance on the premises; or,
  3. will involve the production, storage, or use of any amount of radioactive substances;

Shall be subject to the provisions of this section, in addition to all other applicable provision. The following list of materials and substances are considered dangerous to human life:

- Acetone
- Ammonia
- Benzene
- Calcium carbide
- Carbon disulfide
- Celluloid
- Chlorine
- Hydrochloric acid
- Hydrocyanic acid
- Magnesium
- Nitric acid and oxides of nitrogen
- Petroleum products (gasoline, fuel oil, etc.)
- Phosphorus



- Potassium
  - Sodium
  - Sulphur and sulphur products
  - Pesticides (including insecticides, fungicides, and rodenticides)
  - Radioactive substances, insofar as such substances are not otherwise regulated.
- B. Where permitted within any floodplain area, any new or substantially improved structure of the kind described in Subsection A., above, shall be:
1. elevated or designed and constructed to remain completely dry up to at least one and one half (1 1/2) feet above base flood elevation,
  2. designed to prevent from the structure or activity during the course of a base flood.

Any such structure, or part thereof, that will be built below the regulatory flood elevation shall be designed and constructed in accordance with the standards for completely dry flood proofing contained in the publication "Flood-Proofing Regulations (U.S. Army Corps. of Engineers, June 1972 as amended March 1992), or with some other equivalent watertight standard.

**Section 5.05**

**Special Requirements for Subdivisions**

All subdivision proposals and development proposals containing at least 50 lots or at least 5 acres, whichever is the lesser, in flood hazard areas where base flood elevation data are not available, shall be supported by hydrologic and hydraulic engineering analyses that determine base flood elevations and floodway information. The analyses shall be prepared by a licensed professional engineer in a format required by FEMA for a Conditional Letter of Map Revision or Letter of Map Revision. Submittal requirements and processing fees shall be the responsibility of the applicant.

**SECTION 5.06**

**Special Requirements for Manufactured Homes**

- A. Where permitted within any floodplain area, all manufactured homes, and any improvements thereto, shall be:
1. Placed on a permanent foundation.
  2. Elevated so that the lowest floor of the manufactured home is at least one and one half (1 ½) feet above base flood elevation.
  3. Anchored to resist flotation, collapse, or lateral movement.
- B. Installation of manufactured homes shall be done in accordance with the manufacturers' installation instructions as provided by the manufacturer. Where the applicant cannot provide the above information, the requirements of Appendix E of the 2006 International Residential Building or the U.S. Department of Housing and Urban Development's Permanent Foundations for Manufactured Housing, 1984 Edition, draft or latest revision thereto shall apply and 34 PA Code Chapter 401-405.

- C. Consideration shall be given to the installation requirements of the 2006 IBC, and the 2006 IRC or the most recent versions thereto and 34 PA Code, as amended where appropriate and/or applicable to units where the manufacturers' standards for anchoring cannot be provided or were not established for the units proposed installation.

**SECTION 5.07**

**Special Requirements for Recreational Vehicles**

- 1. Recreational vehicles in Zones A, A1-30, AH and AE must either:
  - a. Be on the site for fewer than 180 consecutive days,
  - b. Be fully licensed and ready for highway use, or
  - c. Meet the permit requirements for manufactured homes in Section 5.06.

**SECTION 6.01**

**General**

In accordance with the administrative regulations promulgated by the Department of Community and Economic Development to implement the Pennsylvania Flood Plain Management Act, the following activities shall be prohibited within any identified floodplain area unless a Special Permits has been issued by the Township of Schuylkill:

- A. The commencement of any of the following activities; or the construction enlargement, or expansion of any structure used or intended to be used, for any of the following activities:
  - 1. Hospitals
  - 2. Nursing homes
  - 3. Jails or prisons
- B. The commencement of, or any construction of, a new manufactured home park or manufactured home subdivision, or substantial improvement to an existing manufactured home park or manufactured home subdivision.

**SECTION 6.02**

**Application Requirements for Special Permits**

Applicants for Special Permit shall provide five copies of the following items:

- a. A written request including a completed Permit Application Form.
- b. A small scale map showing the vicinity in which the proposed site is located.
- C. A plan of the entire site, clearly and legibly drawn at a scale of one (1) inch being equal to one hundred (100) feet or less, showing the following:
  - 1. North arrow, scale and date;

2. Topography based upon the North American Vertical Datum (NAVD) of 1988, showing existing and proposed contours at intervals of two (2) feet;
3. All property and lot lines including dimensions, and the size of the site expressed in acres or square feet;
4. The location of all existing streets, drives, other access ways, and parking areas, with information concerning widths, pavement types and construction, and elevations;
5. The location of any existing bodies of water or watercourses, buildings, structures and other public or private facilities, including railroad tracks and facilities, and any other natural man-made features affected, or affected by the proposed activity or development;
6. The location of the floodplain boundary line, information and spot elevations concerning the base flood elevation, and information concerning the flow of water including direction and velocities;
7. The location of all proposed buildings, structures, utilities, and any other improvements; and
8. Any other information which the municipality considers necessary for adequate review of the application.

D. Plans of all proposed buildings, structures and other improvements, clearly and legibly drawn at suitable scale showing the following:

1. Sufficiently detailed architectural or engineering drawing, including floor plans, sections, and exterior building elevations, as appropriate;
2. For any proposed building, the elevation of the lowest floor (including basement) and, as required, the elevation of any other floor;
3. Complete information concerning flood depths, pressures, velocities, impact and uplift forces, and other factors associated with the base flood;
4. Detailed information concerning any proposed flood proofing measures;
5. Cross section drawings for all proposed streets, drives, other access ways, and parking areas, showing all right-of-ways and pavement widths;
6. Profile drawings for all proposed streets, drives, and vehicular access ways including existing and proposed grades; and
7. Plans and profiles of all proposed sanitary and storm sewer systems, water supply systems, and any other utilities and facilities.

E. The following data and documentation:

1. Certification from the applicant that the site upon which the activity or development is proposed is an existing separate and single parcel, owned by the applicant or the client he represents;
2. Certification from a registered professional engineer, architect, or landscape architect that the proposed construction has been adequately designed to protect against damage from the base flood;
3. A statement, certified by a registered professional engineer, architect, or landscape architect, or other qualified person which contains a complete and accurate description of the nature and extent of pollution that might possibly occur from the development during the course of a base flood, including statement concerning the effects such pollution may have on human life;
4. A statement certified by a professional engineer, architect, or landscape architect, which contains a complete and accurate description of the effects the proposed development will have on base flood elevation and flow;
5. A statement certified by a professional engineer, architect, or landscape architect, which contains a complete and accurate description of the kinds and amounts of loose buoyant materials or debris that may possibly exist or be located on the site below the base flood elevation and the effects such materials and debris may have on base flood elevation and flows;
6. The appropriate component of the Department of Environmental Protection's "Planning Module for Land Development."
7. Where any excavation or grading is proposed, a plan meeting the requirements of the Department of Environmental Protection to implement and maintain erosion and sedimentation control;
8. Any other applicable permits such as, by t not limited to, a permit for any activity regulated by the Department of Environmental Protection under Section 302 of Act 1978-166; and
9. An evacuation plan which fully explains the manner in which the site will be safely evacuated before or during the course of a base flood.

**SECTION 6.03**

**Application Review Procedures**

Upon receipt of an application for a Special Permit by the Township of Schuylkill the following procedures shall apply in addition to those of Article III:

- A. Within three (3) working days following receipt of the application, a complete copy of the application and all accompanying documentation shall be forwarded to the County Planning Commission by registered or certified mail for its review and recommendations. Copies of the application shall also be forwarded to the Schuylkill Township Planning commission and Schuylkill Township engineer for review and comment.
- B. If an application is received that is incomplete, the Township of Schuylkill shall notify the applicant in writing, stating in what respect the application is deficient.

- C. If the Township of Schuylkill decides to disapprove the application, it shall notify the applicant, in writing, of the reasons for the disapproval.
- D. If the Township of Schuylkill approves the application, it shall file written notification, together with the application and all pertinent information, with the Department of Community and Economic Development, by registered or certified mail, within five (5) working days after the date of approval.
- E. Before issuing the Special Permit, the Township of Schuylkill shall allow the Department of Community and Economic Development thirty (30) days, after receipt of the notification by the Department, to review the application and decision made by the Township of Schuylkill.
- F. If the Township of Schuylkill does not receive any communication from the Department of Community and Economic Development during the thirty (30) day review period, it may issue a Special Permit to the applicant.
- G. If the Department of Community and Economic Development should decide to disapprove an application, it shall notify the Township of Schuylkill and the applicant, in writing, of the reasons for the disapproval, and the Township of Schuylkill shall not issue the Special Permit.

**SECTION 6.04**

**Special Technical Requirements**

- A. In addition to the requirements of Article V of the Ordinance, the following minimum requirements shall also apply to any proposed development requiring a Special Permit. If there is any conflict between any of the following requirements and those in Article V of this Ordinance or in any other code ordinance, or regulation, the more restrictive provision shall apply.
- B. No application for Special Permit shall be approved unless it can be determined that the structure or activity will be located, constructed and maintained in a manner which will:
  - 1. Fully protect the health and safety of the general public and any occupants of the structure. At a minimum, all new structures shall be designed, located, and constructed so that:
    - a. The structure will survive inundation by waters of the base flood without any lateral movement or damage to either the structure itself, or to any of its equipment or contents below the BFE.
    - b. The lowest floor (including basement) will be elevated to at least one and one half (1 ½) feet above base flood elevation.
    - c. The occupants of the structure can remain inside for an indefinite period of time and be safely evacuated at any time during the base flood.
  - 2. Prevent any significant possibility of pollution, increased flood levels or flows, or debris endangering life and property.

All hydrologic and hydraulic analyses shall be undertaken only by professional engineers or other of demonstrated qualifications, who shall certify that the technical methods used correctly reflect currently accepted technical concepts. Studies, analyses, computations, etc. shall be submitted in sufficient detail

to allow a thorough technical review by the Township of Schuylkill and the Department of Community and Economic Development.

## **ARTICLE VII            EXISTING STRUCTURES IN IDENTIFIED FLOODPLAIN AREAS**

### **SECTION 7.01                            Existing Structures**

The provisions of this Ordinance do not require any changes or improvements to be made to lawfully existing structures. However, when an improvement is made to any existing structure, the provisions of Section 7.02 shall apply.

### **SECTION 7.02                            Improvements**

The following provisions shall apply whenever any improvement is made to an existing structure located within any identified floodplain area:

- A. No variance shall be granted to any construction, development, use, or activity within any floodplain area that would cause any increase in the BFE.
- B. No expansion or enlargement of an existing structure shall be allowed within any Special Floodplain Area that would, together with all other existing and anticipated development, increase the BFE more than one (1) foot at any point.
- C. Any modification, alteration, reconstruction, or improvement, of any kind to an existing structure, to an extent or amount of fifty (50) percent or more of its market value, shall constitute a substantial improvement and shall be undertaken only in full compliance with the provisions of this Ordinance.
- D. The above activity shall also address the requirements of the 34 PA Code, as amended and the 2006 IBS and the 206 IRC.

## **ARTICLE VIII            VARIANCES**

### **SECTION 8.01                            General**

If compliance with any of the requirements of this Ordinance would result in any exceptional hardship to a prospective builder, developer, or landowner, the Township of Schuylkill may, upon request, grant relief from the strict application and the requirements.

### **SECTION 8.02                            Variance Procedures and Conditions**

Requests for variances shall be considered by the Township of Schuylkill in accordance with the procedures contained in Section 3.04 and the following:

- A. No variance shall be granted for any construction, development, use, or activity within any floodplain area that would have any increase in the BFE.



## SECTION 9.02

### Specific Definitions

1. **Accessory use or structure** – a use or structure on the same lot width and of a nature customarily incidental and subordinate to, the principal use or structure.
2. **Base flood** – a flood which has a one percent chance of being equaled or exceeded in any given year (also called the “100 year flood”).
3. **Base flood elevation (BFE)** – the elevation shown on the Flood Insurance Rate Map (FIRM) for Zones AE, AH, A1-30 that indicates the water surface elevation resulting from a flood that has a 1 percent or greater chance of being equaled or exceeded in any one given year.
4. **Basement** – any area of the building having its floor below ground level on all sides.
5. **Building** – a combination of materials to form a permanent structure having walls and a roof. Included shall be all manufactured homes and trailers to be used for human habitation.
6. **Development** – any man-made change to improved or unimproved real estate, including but not limited to the construction, reconstruction, renovation, repair, expansion, or alteration of buildings or other structures; the placement of manufactured homes; streets, and other paving; utilities, filling, grading and excavation; mining, dredging; drilling operations; storage of equipment or materials; and the subdivision of land.
7. **Existing Manufactured Home Park or Subdivision** – a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of street, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.
8. **Expansion to an Existing Manufactured Home Park or Subdivision** – a preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities. The construction of the streets, and either final site grading or the pouring of concrete pads).
9. **Flood** – a temporary inundation of normally dry land areas.



10. **Flood Insurance Rate Map (FIRM)** – the official map on which the Federal Emergency Management Agency or Federal Insurance Administration has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.
11. **Flood Insurance Study (FIS)** – the official report provided by the Federal Emergency Management Agency that includes flood profiles, the Flood Insurance Rate Map, the Flood Boundary and Floodway Map, and the water surface elevation of the base flood.
12. **Floodplain Area** – a relatively flat or low land area which is subject to partial or complete inundation from an adjoining or nearby stream, river or watercourse; and/or any area subject to the unusual and rapid accumulation of surface waters from any source.
13. **Flood Proofing** – any combination of structural or nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.
14. **Floodway** – the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1) foot.
15. **Highest Adjacent Grade** - the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.
16. **Historic Structure** – any structure that is:
  - a. Listed individually in the National Register of Historic Places (a listing maintained by Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
  - b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of the registered national district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
  - c. Individually listed on a state inventory of historic places in states which have been approved by the Secretary of the Interior; or
  - d. Individually listed on a local inventory of historic places in communities with historic preservation that have been certified under:
    - i. By an approved state program as determined by the Secretary of Interior or
    - ii. Directly by the Secretary of the Interior in states without approved programs.

17. **Lowest Floor** – the lowest floor of the lowest fully enclosed area (including basement). An unfinished, flood resistant partially enclosed area, used solely for parking of vehicles, building access, and incidental storage, in an area other than a basement area is not considered the lowest floor of a building, provided that such space is not designed and built so that the structure is in violation of the applicable non-elevation design requirement of this ordinance.
18. **Manufactured Homes** – a structure, transportable in one or more sections, which is built on a permanent chassis, and is designed for use with or without a permanent foundation when attached to the required utilities. The term includes park trailers, travel trailers, recreational and other similar vehicles which are placed on a site for more than 180 consecutive days.
19. **Manufactured Home Park or Subdivision** – a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.
20. **Minor Repair** – the replacement of existing work with equivalent materials for the purpose of its routine maintenance and upkeep, but not including the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the exit way requirements; nor shall minor repairs include addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, oil, waste, vent, or similar piping, electric wiring or mechanical or other affecting public health or general safety.
21. **New Construction** – structures for which the start of construction commenced on or after October 6, 1999, and includes any subsequent improvements thereto.
22. **New Manufactured Home Park or Subdivision** – a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of floodplain management regulations adopted by a community.
23. **Person** – an individual, partnership, public or private association or corporation, firm, trust, estate, municipality, governmental unit, public utility or any other legal entity whatsoever, which is recognized by law as the subject of rights and duties.

24. **Recreational Vehicle** – a vehicle which is

- a. built on a single chassis;
- b. not more than 400 square feet, measured at the largest horizontal projection;
- c. designed to be self-propelled or permanently towable by a light-duty truck,
- d. not designed for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

25. **Special Permit** – a special approval which is required for hospitals, nursing homes, jails, and new manufactured home parks and subdivisions and substantial improvements to such existing parks, when such development is located in all, or a designated portion of a floodplain.

26. **Special Flood Hazard Area (SFHA)** – means an area in a floodplain subject to a 1 percent or greater chance of flooding in any given year. It is shown on the FIRM as Zone A, AO, A1-30, AE, A99, or, AH

27. **Start of Construction** – includes substantial improvement and other proposed new development and means the date the Permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days from the date of the permit. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufacture home on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footing, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first, alteration of any walls, ceilings, floor, or other structural part of a building, whether or not the alteration affects the external dimensions of the building.

28. **Structure** – a walled and roofed building, including a gas or liquid storage tank that is principally above ground, as well as a manufactured home.

29. **Subdivision** – the division or redivision of a lot, tract, or parcel of land by any means into two or more lots, tracts, parcels, or other divisions of land including changes in existing lot lines for the purpose, whether immediate or future, of lease, partition by the court for distribution to heirs, or devisees, transfer of ownership or building or lot development: Provided, however, that the subdivision by lease of land for agricultural purposes into parcels of more than ten acres, not involving any new streets or easements of access any residential dwelling, shall be exempted.
30. **Substantial Damage** – damage from any cause sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed fifty (50) percent or more of the market value of the structure before the damage occurred.
31. **Substantial Improvement** – any reconstruction, rehabilitation, addition, or other improvements of a structure, the cost of which equals or exceeds fifty (50) percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred “substantial damage” regardless of the actual repair work performed. The term does not, however include either:
- a. any project for improvement of a structure to correct violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions, or;
  - b. any alteration of a “historic structure,” provided that the alteration will not preclude the structure’s continued designation as a “historic structure.”
32. **Uniform Construction Code (UCC)** – The statewide building code adopted by The Pennsylvania General Assembly in 1999 applicable to the new construction in all municipalities whether administered by the municipality, a third part or the Department of Labor and Industry. Applicable to residential and commercial buildings, The Code adopted the International Residential Code (IRC) and the International Building Code (IBC), by reference, as the construction standard applicable with the State floodplain construction. For coordination purposes, reference to the above are made specifically to various sections of the IRC and the IBC.
33. **Violation** – means the failure of a structure or other development to be fully compliant with the community’s flood plain management regulations. A structure or other development without the evaluation certificate, other certifications, or other evidence of compliance required in 44 CFR §60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided.

**ARTICLE X            ENACTMENT**

**SECTION 10.01                            Adoption**

This Ordinance shall be effective on 3/2/2011, 2011 and shall remain in force until modified, amended or rescinded by Schuylkill Township, Carbon County, Pennsylvania.

ENACTED and ADOPTED by the Supervisors this 2nd day of March, 2011.

**TOWNSHIP OF SCHUYLKILL**

BY: [Signature]  
\_\_\_\_\_  
(NAME), SUPERVISOR

BY: [Signature]  
\_\_\_\_\_  
(NAME), VICE CHAIRPERSON

**ATTEST:**

BY: [Signature]  
\_\_\_\_\_  
(NAME), CHAIRPERSON

[Signature]  
\_\_\_\_\_  
(NAME) SECRETARY

December 6, 2011

Schuylkill Township  
75 Walnut Street  
Mary-D, PA 17952

**Subject: Floodplain Ordinance Update**

Dear Municipal Officials:

As you may be aware, the Federal Emergency Management Agency (FEMA) was in the process of updating the existing Flood Insurance Rate Maps (FIRMs) and Flood Insurance Studies (FIS) and is now administering ordinance preparation for adoption next year. The Letter of Final Determination, approving the use of the revised FEMA flood maps, was expected to be released in mid-January 2012; it has now been pushed to August of 2012. To be able to stay in the National Flood Insurance Program, your municipality will need to draft a new floodplain ordinance with assistance from DCED for ultimate approval from FEMA. This process will require you to provide the final draft to DCED for approval. The municipality will have 6 months to adopt the floodplain ordinance after the Letter of Final Determination is issued. Please note that the ordinance should not be adopted until the flood insurance maps are approved with the Letter of Final Determination.

We are working with DCED to make sure our municipal clients have the adequate requirements in place. DCED has been reviewing the local floodplain ordinances and making suggestions or recommending revisions to the local ordinances. One item that must be addressed in the floodplain ordinance is the Municipality to name the floodplain manager, who will be responsible for issuing a permit for building within floodplain boundaries. In order to issue a permit, a procedure with permit forms, deadlines and a fee schedule needs to be included or referenced in the ordinance. We will be developing them with basic instructions and examples.

We suggest designating a municipal official as the floodplain manager. The floodplain manager and Municipality can appoint the municipal engineer and building code official to perform their respective reviews and inspections in order to issue a floodplain permit. One of those parties will have to track permit activity and records to biannually report to FEMA. In most cases where development is proposed in the floodplain, both parties will be involved. We also will provide all information to your solicitor for his input.

If you have already been notified by our office and would like us to assist in preparing and/or administrating your floodplain ordinance, please contact your municipal engineer or Ryan Fasnacht, P.E. for additional information.

Very truly yours,



Ryan F. Fasnacht, P.E.  
Project Engineer