

**Town of Paradise
Interim Policy Document
National Flood Insurance Program
Revised January 1, 2011**

BACKGROUND:

The Town of Paradise joined the National Flood Insurance Program on November 28, 1997. The Town of Paradise is covered by Butte County Flood Insurance Rate Maps No.'s 0375E, 0400E, 0550E, and 0575E. The NFIP number assigned on the Town of Paradise is 060748. Currently FEMA does not have detailed mapping of Paradise, and they have not developed the appropriate 100-year flood elevations and limits of inundation. As a result, they have listed Paradise as Zone X, which is defined as "Areas determined to be outside 500-year floodplain". This is in clear conflict with the Town adopted 1980 Master Storm Drain Study and Facilities Plan, which identifies numerous "Special Permit Zones" corresponding to the major drainage ways in the Town of Paradise.

INTERIM PROCEDURE POLICY:

In order to achieve compliance with FEMA policies and objectives, as well as minimize the unnecessary costs of engineering and hydrology calculations required of property owners near these "Special Permit Zones", the following policy of procedure is to be utilized:

- 1) The applicant for single family homes (and their accessory uses such as garages), proposed to be developed, remodeled or reconstructed upon a parcel that is crossed or traversed by a "special permit zone", as identified in the 1980 Study, will be required to provide one of the following:
 - a) A "Certification Letter", stamped and signed by a registered Civil Engineer, Surveyor, or Architect, stating that the proposed development is "outside" of the special permit zone. This letter should present specifics as to how this determination was made (i.e. by scaling, map measurement, interpolation, elevation calculation, base flood calculation, etc.). This certification should only be made after the Civil Engineer, Surveyor, or Architect has reviewed the site, relevant studies and historical storm drainage information, along with the proposed plans and finished floor elevations. The intent of this letter is to maintain compliance with Section 8.55.060 of the Paradise Municipal Code (see attached).
 - b) A calculation and determination of the 100-year base flood elevation per FEMA guidelines, and FEMA required elevation certificates and/or flood-proofing.
- 2) All developments other than single family homes and accessory uses such as multifamily Developments, parcel maps, subdivisions and commercial structures proposed within the area shown as a special permit zone shall be required to use standard FEMA methodology to calculate the 100 year base flood elevation and to provide the appropriate FEMA elevation certificates, using the appropriate FEMA methodology.
- 3) All structures identified as "Flood Prone Structures" in the 1980 Study will be required to comply with all applicable FEMA and NFIP Policies prior to issuance of building permits for "Substantial Improvement", as defined by FEMA and NFIP (cost of improvements exceeds 50% of the market value of the structure before start of construction).

FLOOD ZONE REQUIREMENTS FOR SINGLE FAMILY HOMES AND THEIR ACCESSORY BUILDINGS

Plan review - If any part of the property is located in a Special Permit Zone (SPZ), a registered Civil Engineer, Surveyor, or Architect must complete one of the following actions before review of the building plans can begin:

- Determine that the proposed building site is not within the SPZ, or
- Establish a Base Flood Elevation (BFE) which represents the highest level the water is likely to reach in a flood, or
- Establish a maximum water depth above grade in the case of sheet flow on hillsides, or
- Design a method of flood protection other than elevation which is acceptable to the Town Engineer

If the building is within the SPZ, an Elevation Certificate must be provided with the BFE shown and the **“Construction Drawings”** checkbox marked.

Stemwall inspection - If the BFE is more than 1' above grade at the perimeter of the building, openings must be provided in the foundation walls which allow water to pass through, limiting the pressure against the walls. These openings must be no more than 1' above grade and must have an area equal to 1 sq. in. for each sq. ft. of area enclosed by the foundation walls.

Underfloor/Slab floor inspection – The lowest finish floor level (generally the garage slab) must be at least 1 foot above the BFE. Compliance with this requirement must be certified by the project engineer, surveyor, or architect in the form of an Elevation Certificate with the **“Building Under Construction”** checkbox marked and both the BFE and the lowest floor elevation shown. This Elevation Certificate must be provided to the Inspector prior to pouring the slab or installing the subflooring. All materials below the BFE, including fasteners, must be “Flood Resistant Materials”, such as concrete, masonry, pressure treated wood, or galvanized steel.

Final Inspection – All equipment such as HVAC units and water heaters must be above the BFE. Propane tanks must be above the BFE or anchored to prevent flotation. A third Elevation Certificate must be provided by the project engineer, surveyor, or architect with the **“Finished Construction”** checkbox marked.

FEDERAL EMERGENCY MANAGEMENT AGENCY
NATIONAL FLOOD INSURANCE PROGRAM

O.M.B. No. 3067-0077
Expires December 31, 2005

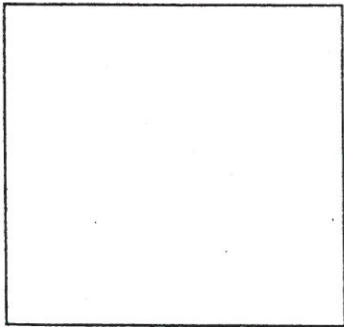
ELEVATION CERTIFICATE

Important: Read the instructions on pages 1 - 7.

SECTION A - PROPERTY OWNER INFORMATION			For Insurance Company Use:	
BUILDING OWNER'S NAME			Policy Number	
BUILDING STREET ADDRESS (Including Apt., Unit, Suite, and/or Bldg. No.) OR P.O. ROUTE AND BOX NO.			Company NAIC Number	
CITY	STATE	ZIP CODE		
PROPERTY DESCRIPTION (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.)				
BUILDING USE (e.g., Residential, Non-residential, Addition, Accessory, etc. Use a Comments area, if necessary.)				
LATITUDE/LONGITUDE (OPTIONAL) (##° - ##' - ###.###" or ###.#####"		HORIZONTAL DATUM: <input type="checkbox"/> NAD 1927 <input type="checkbox"/> NAD 1983		SOURCE: <input type="checkbox"/> GPS (Type): <input type="checkbox"/> USGS Quad Map <input type="checkbox"/> Other:

SECTION B - FLOOD INSURANCE RATE MAP (FIRM) INFORMATION					
B1. NFIP COMMUNITY NAME & COMMUNITY NUMBER		B2. COUNTY NAME		B3. STATE	
B4. MAP AND PANEL NUMBER	B5. SUFFIX	B6. FIRM INDEX DATE	B7. FIRM PANEL EFFECTIVE/REVISED DATE	B8. FLOOD ZONE(S)	B9. BASE FLOOD ELEVATION(S) (Zone AO, use depth of flooding)
B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in B9. <input type="checkbox"/> FIS Profile <input type="checkbox"/> FIRM <input type="checkbox"/> Community Determined <input type="checkbox"/> Other (Describe):					
B11. Indicate the elevation datum used for the BFE in B9: <input type="checkbox"/> NGVD 1929 <input type="checkbox"/> NAVD 1988 <input type="checkbox"/> Other (Describe):					
B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? <input type="checkbox"/> Yes <input type="checkbox"/> No Designation Date					

SECTION C - BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)		
C1. Building elevations are based on: <input type="checkbox"/> Construction Drawings* <input type="checkbox"/> Building Under Construction* <input type="checkbox"/> Finished Construction		
*A new Elevation Certificate will be required when construction of the building is complete.		
C2. Building Diagram Number _ (Select the building diagram most similar to the building for which this certificate is being completed - see pages 6 and 7. If no diagram accurately represents the building, provide a sketch or photograph.)		
C3. Elevations - Zones A1-A30, AE, AH, A (with BFE), VE, V1-V30, V (with BFE), AR, AR/A, AR/AE, AR/A1-A30, AR/AH, AR/AO		
Complete Items C3.-a-i below according to the building diagram specified in Item C2. State the datum used. If the datum is different from the datum used for the BFE in Section B, convert the datum to that used for the BFE. Show field measurements and datum conversion calculation. Use the space provided or the Comments area of Section D or Section G, as appropriate, to document the datum conversion.		
Datum _____ Conversion/Comments		
Elevation reference mark used _____ Does the elevation reference mark used appear on the FIRM? <input type="checkbox"/> Yes <input type="checkbox"/> No		
o a) Top of bottom floor (including basement or enclosure)	_____ ft.(m)	
o b) Top of next higher floor	_____ ft.(m)	
o c) Bottom of lowest horizontal structural member (V zones only)	_____ ft.(m)	
o d) Attached garage (top of slab)	_____ ft.(m)	
o e) Lowest elevation of machinery and/or equipment servicing the building (Describe in a Comments area)	_____ ft.(m)	
o f) Lowest adjacent (finished) grade (LAG).	_____ ft.(m)	
o g) Highest adjacent (finished) grade (HAG)	_____ ft.(m)	
o h) No. of permanent openings (flood vents) within 1 ft. above adjacent grade		
o i) Total area of all permanent openings (flood vents) in C3.h _____ sq. in. (sq. cm)		



License Number, Embossed Seal, Signature, and Date

SECTION D - SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION			
This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information.			
I certify that the information in Sections A, B, and C on this certificate represents my best efforts to interpret the data available.			
I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.			
CERTIFIER'S NAME		LICENSE NUMBER	
TITLE	COMPANY NAME		
ADDRESS	CITY	STATE	ZIP CODE
SIGNATURE	DATE	TELEPHONE	