



**REQUEST FOR COMMISSION ACTION**  
**CITY OF INDEPENDENCE**  
**February 27, 2020**

**Department** Safety & Code Enforcement

**Director Approval** *David Cowan*

**AGENDA ITEM** Approval of CRS Activities for the ISO/CRS Specialist's verification

**SUMMARY RECOMMENDATION** City staff recommends the City Commission approve the following activities for our participation in the CRS Floodplain program.

**BACKGROUND** The City of Independence approved participating in the CRS program on January 23, 2020. Since that approval the City of Independence has received a visit by Steve Samuelson, State of Kansas Division of Water Resources/Floodplain Management and he reviewed the program and activities the City can participate in. The activities in the CRS program provide points towards the community reduction in Flood Insurance. If approved by the commission the following activities will be performed by the City and an ISO/CRS Specialist will review and approve our drafts during her visit. Implementation of the activities by the city and verification by her will lead to a discount percentage on the premiums for citizens purchasing flood insurance.

- Series 310 – Elevation Certificates. This is a mandatory activity and requires the City to adopt a policy and maintain all elevation certificates – 38 points
- Series 320 – Letters to realtors, lenders and insurance agencies. We will also maintain a log of inquires, and utilize GIS to provide ground elevations. 90 points
- Series 330 – Outreach – providing brochures and information for the public. We will place information throughout the community, social media, newsletters, cable channel . . .
- Series 340 – Council adopts an ordinance – I will bring an ordinance to the council that will require disclosure of properties located in the floodplain by realtors and landlords.
- Series 350 – Information in our public library – I have ordered books from FEMA that I will ask the library to have available for the public. We will link USGS gauges on our webpage with explanations.
- Series 360 & 370 – The City will develop a floodplain page on our webpage and provide assistance to the community related to flooding issues at the residence, complaints, flood insurance questions, and meeting with people when requested.
- Series 410 – Floodplain Mapping – the City of Independence has the floodplain mapped in our GIS program.
- Series 420 – Deed Restriction Floodplain – The City of Independence is already working with Montgomery County to list all Deed restricted property on our GIS map. It is our responsibility to maintain maps and monitor the OSP land in the floodplain.

- Series 430 – Regulations and code enforcement by the City.
- Series 440 – Maintaining GIS Maps of the floodplain
- Series 500 - Mandatory program – Repetitive Loss Properties. Confidential Information the City must maintain – City must send a yearly letter to all properties in the “Repetitive Loss area”. We have already made the map and template letter for CRS review
- Series 510 – Activities related to hazard mitigation – I will work with Rick Whitson and the county hazard mitigation plan and we will provide a yearly report to CRS. The recent flood study completed on Whiskey Creek will be a part of series 510.
- Series 520 – Acquisition and Relocation – Mandatory – Deed Map – working with Montgomery County
- Series 540 – Drainage System Maintenance – will develop an SOP for the City Street Dept., will map all ditches and drains in the City, ¼ inspections
- Series 610 – Develop a flood warning and response for the 1% and 2% areas. I will be working with Rick Whitson to put this plan in place.

**BUDGET IMPACT** The budget impact is staff time, printing and mailing of information

**SUGGESTED MOTION** I move to approve the Mayor to sign approval of the CRS activity participation as presented.

**SUPPORTING DOCUMENTS**

1. CRS Verificaiton
2. CRS Program Data

Community \_\_\_\_\_

State \_\_\_\_\_

CID \_\_\_\_\_  
(6-digit NFIP Community Identification Number)

**CC-230 Verification**

Date of visit		FIRM Effective Date
Population		Current FIRM Date
County	ISO/CRS Specialist	
<i>Coordinator's Manual Year</i>		
	Chief Executive Officer	CRS Coordinator
Name		
Title		
Address		
Phone		
E-mail		

I hereby certify that \_\_\_\_\_ [community name] is implementing the following activities [check the ones that apply]. We will continue to implement these activities and will advise FEMA if any of them are not being conducted in accordance with this certification. We will cooperate with the ISO/CRS Specialist's verification visit and will submit the documentation and annual recertification needed to validate our program.

- |   |   |
|---|---|
| <input type="checkbox"/> 310 (Elevation Certificates)       | <input type="checkbox"/> 440 (Flood Data Maintenance)         |
| <input type="checkbox"/> 320 (Map Information Service)      | <input type="checkbox"/> 450 (Stormwater Management)          |
| <input type="checkbox"/> 330 (Outreach Projects)            | <input type="checkbox"/> (Repetitive Loss Requirements)       |
| <input type="checkbox"/> 340 (Hazard Disclosure)            | <input type="checkbox"/> 510 (Floodplain Management Planning) |
| <input type="checkbox"/> 350 (Flood Protection Information) | <input type="checkbox"/> 520 (Acquisition and Relocation)     |
| <input type="checkbox"/> 360 (Flood Protection Assistance)  | <input type="checkbox"/> 530 (Flood Protection)               |
| <input type="checkbox"/> 370 (Flood Insurance Promotion)    | <input type="checkbox"/> 540 (Drainage System Maintenance)    |
| <input type="checkbox"/> 410 (Floodplain Mapping)           | <input type="checkbox"/> 610 (Flood Warning and Response)     |
| <input type="checkbox"/> 420 (Open Space Preservation)      | <input type="checkbox"/> 620 (Levees)                         |
| <input type="checkbox"/> 430 (Higher Regulatory Standards)  | <input type="checkbox"/> 630 (Dams)                           |

I hereby certify that, to the best of my knowledge and belief, we are maintaining in force all flood insurance policies that have been required of us as a condition of Federal financial assistance for insurable buildings owned by us and located in the Special Flood Hazard Area shown on our Flood Insurance Rate Map. I further understand that disaster assistance for any community-owned building located in the Special Flood Hazard Area is reduced by the amount of National Flood Insurance Program flood insurance coverage (structural and contents) that a community should be carrying on the building, regardless of whether the community is carrying a policy.

Signed \_\_\_\_\_ (Chief Executive Officer)



Community \_\_\_\_\_ State \_\_\_\_\_ CID \_\_\_\_\_



<b>CRS Program Data Table</b>	A. In the SFHA	B. In a regulated floodplain outside the SFHA	C. In the rest of the community
1. Last report's number of buildings in the SFHA (bSF) (line 6, last report)			
2. Number of new buildings constructed since last report	+		
3. Number of buildings removed/demolished since last report	-		
4. Number of buildings affected by map revisions since last report (+ or -)			
5. Number of buildings affected by corporate limits changes (+ or -)			
6. Current total number of buildings in the SFHA (bSF) (total lines 1-5)			
7. Number of substantial improvement/damage projects since last report			
8. Number of repetitive loss properties mitigated since last report			
9. Number of LOMRs and map revisions (not LOMAs) since last report			
10. Acreage of the SFHA (aSFHA) as of the last report (line 13, last report)			
11. Acreage of area(s) affected by map revisions since last report (+ or -)			
12. Acreage of area(s) affected by corporate limits changes (+ or -)			
13. Current acreage of the SFHA (aSFHA) (total lines 10-12)			
14. Primary source for building data:			
15. Primary source for area data:			
16. Period covered:		Current FIRM date	
<i>If available, the following data would be useful:</i>			
17. Number of new manufactured homes installed since last report			
18. Number of other new 1-4 family buildings constructed since last report			
19. Number of all other buildings constructed/installed since last report			

**Comments:**

*(Please note the number of the line to which the comment refers.)*

*[continued on next page]*

## Instructions

At the first verification visit after the 2013 *CRS Coordinator's Manual* takes effect, ONLY LINES 6 AND 13 NEED TO BE COMPLETED. These lines form the baseline data about the number of buildings and area of the SFHA for when the table is completed as part of the next annual recertification. The "period covered" entered in line 16 is the date that lines 6 and 13 are first completed.

The entire table is completed at all subsequent annual recertifications and cycle verification visits. The information in lines 6 and 13 from the last report is transferred to lines 1 and 10 in the next report.

## Instructions for the Columns

Column A numbers are for the SFHA (the A and V Zones shown on the Flood Insurance Rate Map) (FIRM)). Use the FIRM currently in effect, not a draft or pending revision.

Column B is completed only if the community receives CRS credit for regulating floodplain development outside the SFHA under Activity 410 (Floodplain Mapping) or Activity 430 (Higher Regulatory Standards).

Column C numbers help relate what happens in the floodplain to what is happening in the rest of the community.

Enter "0" if there are no numbers to report for this period. Do not leave a cell blank. Do not fill in the shaded boxes.

## Instructions for the Lines

Lines 1-7 deal with buildings.

- Section 301.a of the *CRS Coordinator's Manual* defines what constitutes a "building" and lists examples of structures that are not counted as "buildings" by the CRS.
- Section 302.a of the *CRS Coordinator's Manual* describes how the CRS counts buildings. For example, accessory structures are not counted.
- As noted in Section 302.a, to determine building counts, communities may use any method that yields reasonably good estimates of the number of buildings. Examples of acceptable methods are listed in Section 302.a. Precision is less important for large numbers. For example, the impact of the numbers will not change much if there are 10,000 buildings or 10,100 buildings.
- If a building is out of the SFHA, but in a parcel that is partly in the SFHA, it is not counted in column A—In the SFHA.
- In line 14, note how the building counts were obtained or estimated. Use the comments area, if needed.

Line 4 refers to map revisions. These include physical map revisions, Letters of Map Revision (LOMR), and Letters of Map Amendment (LOMA). If a building is removed from the SFHA by FEMA through a LOMA, but the community still administers its floodplain management regulations on the property, the building should not be included in the line 4 count in column A—In the SFHA. However, communities that still regulate areas removed by LOMAs can receive credit under Activities 410 or 430. If the community is receiving such credit, the building should be counted under column B—In a regulated floodplain outside the SFHA.

Line 7 is for the total number of buildings that were substantially improved plus the number of buildings that were substantially damaged during the period covered.

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Community \_\_\_\_\_ State \_\_\_\_\_ CID \_\_\_\_\_

Lines 10–13 deal with areas.

- Section 403.e of the *CRS Coordinator's Manual* discusses calculating areas for CRS purposes.
- Section 403.e notes that communities “should not spend an inordinate amount of time measuring areas.” As with buildings, communities may use any method that yields reasonably good estimates. Examples of acceptable approaches are listed in Section 403.e.
- Line 13 asks for the current acreage of the SFHA. The best source for this number is a GIS layer that shows the SFHA. If the community does not have GIS, the county, regional agency, or state NFIP mapping office may have SFHA layers and may be able to provide the data. If the community has a relatively recent FIRM, the study contractor or consulting engineer may have the data.
- In line 15, note how the area calculations were obtained or estimated. Use the comments area, if needed.

Lines 17–19 are voluntary, if the numbers are readily available.

- Line 17 includes replacing an existing manufactured home with a new one. The newly placed manufactured home is counted as a new, post-FIRM, building.
- The total of lines 17–19 should equal the value entered in line 2.