

# National Flood Insurance Program Compliance Issues in NYS

Division of Water

Bureau of Flood Protection and Dam Safety

Floodplain Management Section

#### **Course Information**

This course has been approved by the Department of State for In-Service Training credit as follows:

1 hour(s), Topic 1 – Enforcement & Administration

Course number: T02-07-3110



# Attendees must scan or sign the Class Registration List to receive credit

- Log In Between 30 minutes before the scheduled start time to 15 minutes after the scheduled start time.
- Log Out Between the scheduled end time to 30 minutes after the scheduled end time.

Logging in or out outside of the above time frames will prohibit attendees from receiving course credit.



#### **Course Attendance Issues**

The Division of Building Standards and Codes cannot give course attendees credit for a course without the required registration and logging in and out

Failure to stay on the program screen as your main screen will decrease attention to duration ratio. Less than 65% ATD will result in no credit for attending the course



# DEC Floodplain Coordinators

# Central Office Floodplain Management Coordinators Main Number, 518-402-8185

Kelli Higgins-Roche, PE, CFM: NYS NFIP Coordinator 518-408-0340 kelli.higgins-roche@dec.ny.gov Brad Wenskoski. CFM: Lead for Regions 5 – 6 518-402-8280 brad.wenskoski@dec.nv.gov Geoff Golick, EIT: Lead for Engineering 518-402-7350 geoffrey.golick@dec.ny.gov **Bailev Sawver:** Floodplain Coordinator 518-402-9148 bailev.sawver@dec.nv.gov

# Western NY Flood Hub Floodplain Management Coordinators Assisting with Regions 7-9

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Email us at <a href="mailto:floodplain@dec.ny.gov">floodplain@dec.ny.gov</a>



# DEC Regional Floodplain Coordinators





Region 3: South
White Plains
Berhanu Gonfa, PE
914-428-2505 ext372

Region 3: North New Paltz Bailey Sawyer 518-402-9148 Region 4: Schenectady
Dave Sherman
518-357-2379



# DEC Regional Floodplain Coordinators

Oswego Onondaga Madison Cayuga Cortland Sherburne Cortland Chenango Tompkins Tioga **Broome** Kirkwood

Region 7: North Syracuse **Vacant** 

Contact: Brienna Wirley, CFM

Region 7: South
Kirkwood
Dan Fuller, PE &
Ben Girtain-Plowe, PE
607-775-2545



# **Workshop Comments**

- This workshop is an overview of the NFIP compliance issues we see in NYS. Additional training workshops providing more detailed information on the NFIP are available.
- Topics pertain to the minimum standards of the NFIP although we will discuss some NYS higher standards
- NYS building code incorporates most, but not all, of those standards.
- Other related federal/state programs will not be covered
- Subject matter applies to the special flood hazard area, i.e., The 1-percent annual chance flood (otherwise known as the 100-year flood).

# **Agenda**

- Determining Compliance Issues
- Common Property Violations in NYS
- Community Program Deficiencies
- The Compliance Process
- Enforcement Actions
- Prevention of Violations
- Resources



# Determining Compliance Problems



# **Compliance Issue Discovery**

- Community Assistance Visits (CAVs) / Community Assistance Contacts (CACs)
- Letters of Map Change Process (LOMCs)
- Regulatory Map Updates
- Submit for Rate Insurance Policies
- Other Federal Agencies
- Adjoining Communities
- Residents



#### **CAVs and CACs**

 Ordinance review for compliance with 44 CFR 60.3

Review of permitting process

Floodplain tour

Review of issued permits





# **Letters of Map Change Process**

- FEMA review of a LOMA, LOMR-F, or LOMR may indicate a potential violation
- A Potential Violation Notice (PVN) is sent to the FEMA Regional NFIP Specialist
- The FEMA Regional NFIP Specialist and/or the State NFIP Office work directly with the community to resolve the issue

## Regulatory Map Updates

- Redelineation of Existing Special Flood Hazard Areas
- Conditional Letters of Map Revisions/ Letter of Map Revisions



#### Federal Emergency Management Agency

Washington, D.C. 20472

CERTIFIED MAIL RETURN RECEIPT REQUESTED IN REPLY REFER TO: 115-I

December 16, 2020

The Honorable Byron Brown Mayor, City of Buffalo 65 Niagara Square, Room 201 Buffalo, New York 14202 Community: City of Buffalo, Eric County, New York Community No: 360230

Community No.: 360230 Map Panels Affected: See FIRM Index

Dear Mayor Brown:

On January 31, 2020, you were notified of proposed modified flood huzard determinations (FHDs) affecting the Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report for the City of Buffalo, Erie County, New York. The statutory 90-day appeal period that was initiated on February 14, 2020, when the Department of Homeland Security's Federal Emergency Management Agency (FEMA) published a notice of proposed FHDs for your community in the Buffalo News, has elapsed.

FEMA received no valid requests for changes in the FHDs. Therefore, the determination of the Agency as to the FHDs for your community is considered final. The final FHDs will be published in the Federal Register as soon as possible. The modified FHDs and revised map panels, as referenced above, will be effective as of June 16, 2021, and revise the FIRM that was in effect prior to that date. For insurance rating purposes, the community number and new suffix code for the panels being revised are indicated above and on the maps and must be used for all new policies and renewals.

The modifications are pursuant to Section 206 of the Flood Dissaster Protection Act of 1973 (Public Law 93-234) and are in accordance with the National Flood Insurance Act of 1998, as amended (Title XIII of the Housing and Urban Development Act of 1998, Public Law 90-448), 42 U.S.C. 400-1428, and 44 CFR Part 65. Because of the modifications to the FIRM and FIS report for your community made by this map revision, certain additional requirements must be met under Section 1361 of the 1998 Act, as amended, within 6 months from the date of this letter. Prior to June 16, 2021, your community is required, as a condition of continued eligibility in the National Flood Insurance Program (NFIP), to adopt or show evidence of adoption of floodplain management regulations that meet the standards of Paragraph 60.3(d and e) of the NFIP regulations. These standards are the minimum requirements and do not supersede any State or local requirements of a more stringent nature.

It must be emphasized that all the standards specified in Paragraph 60.3(d and o) of the NFIP regulations must be enacted in a legally enforceable document. This includes the adoption of the effective FIRM and FIS report to which the regulations apply and the modifications made by this map revision. Some of the standards should already have been enacted by your community. Any additional requirements can be met by taking one of the following actions:

- Amending existing regulations to incorporate any additional requirements of Paragraph 60.3(d and e):
- Adopting all the standards of Paragraph 60.3(d and e) into one new, comprehensive set of regulations; or



#### **Submit for Rate Insurance Policies**

- Flood Insurance Policies that identify a post-FIRM structure with the lowest floor below BFE (at least 2 feet)
- Agents send these policies to FEMA HQ for rating
- Information is shared with the FEMA Regional Office since these structures are potential violations.



# Notification Through Other Parties or Programs

- Other Federal/State Agencies
- Adjoining Communities
- Resident Reports
- Neighbor Disputes

#### Poll Question #1

How does FEMA or the State find out about compliance issues?

- A. CAV/CAC
- B. Letter of Map Change(LOMC) Process
- C. NYSDEC Permitting Process
- D. Complaints
- E. All of the Above



<sup>\*</sup>please note in order to get CEUs, all polling questions must be answered\*

# Common Property Violations



#### **Common Violations**

- Letter of Map Revision Based on Fill (LOMR-F)
- Lowest Floor Below BFE
- Encroachments in the Floodway
- Failure to Submit a CLOMR/LOMR
- Use of Flood Prone Enclosures
- Flood Openings
- Anchoring Fuel Tanks/ Manufactured Homes



## **LOMR-F Violations**



	CURITY - FEDERAL EMER TTY INFORMATION	REPORT AGENCY  FORM	O.M.B. NO. 1660-0015 Expires February 28, 2014
	PAPERWORK BUR	IDEN DISCLOSURE NOTICE	
searching existing data sources, gathering and main benefits. You are not required to respond to this co accuracy of the burden estimate and any suggestion	taining the needed data, and lection of information unles s for reducing this burden to	us per response. The burden estimate includes the t d completing and submitting the form. This collection as a valid OMI control number is displayed on this for information Collections Management, Department 005, Paperwork Reduction Project (1660-0015). NOT	n is required to obtain or retain rm. Send comments regarding the t of Homeland Security, Federal
Letter of Map Amendment (LOMA), Conditional Lett Revision Based on Fill (CLOMR-F) for existing or prop	er of Map Amendment (CLC losed, single or multiple lots	rensed land surveyor, or registered professional engion DMA], Letter of Map Revision Based on Fill (LOMR+F), structures. In order to process your request, all infi ill result in processing delays. Please check the item	or Conditional Letter of Map ormation on this form must be
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DHS - FEMA Form 086-0-26, FEB 11

Property Information Form

MT-1 Form 1 Page 1 of 2



## **Lowest Floor Violations**



# **Floodway Violations**





# **CLOMR/LOMR Violations**





### **Flood Prone Enclosure**





## **Flood Opening Violations**



Department of Environmental Conservation

### **Anchoring Fuel Tanks**



#### **Utilities Not Elevated**





#### Poll Question #2

True or False?

If a property owner adds fill to a parcel and constructs a building with a basement prior to submitting the LOMR-F application to FEMA and getting approval, then the structure is a violation.

\*please note in order to get CEUs, all polling questions must be answered\*



# Community Program Deficiencies



#### **Local Law Issues**

- Failure to adopt dissolved villages
- Failure to adopt official LOMR
- New study/maps issued
- Does not meet minimum NFIP or State requirements

Local	Law Fil	ing	Division of Corporati	ons, State Records a	ork State Department of State and Uniform Commercial Code Plaza, 99 Washington Avenue Albany, NY 12231-0001 www.dos.ny.gov
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# **Permitting**





## SI/SD Procedure





#### **Variances**

Use of procedures to process variances that are not consistent with NFIP variance criteria.\*

- Variance granted must be the minimum necessary, considering the flood hazard, to afford relief
- Where the variance conflicts with the Uniform Code of NYS, there must also be a state variance through the regional board of review

\*Refer to 44 CFR § 60.6(a) and FEMA P-993



#### **Record Keeping**

- Floodplain development permits and certificates of compliance
- Certifications of as-built lowest floor elevations of structures
- Floodproofing certificates
- Variances requested and whether issued or denied
- Notices required for any watercourse alterations



#### Poll Question #3

True or False?

The NYSDEC Permit Unit considers local floodplain regulations and NFIP requirements during the review of all permit applications.

\*please note in order to get CEUs, all polling questions must be answered\*



# The Compliance Process



## **General Compliance Process**

- FEMA regulations require violations be remedied to the maximum extent practicable
- Administrative deficiencies that led to the violation must be corrected
- As the participant in the NFIP, communities are responsible to remediate the violation
- FEMA and the State work with the community, not the property owner or the LOMC applicant
- The process can be time consuming
- Remediation is on a case-by-case basis



## **Full Compliance Options**

- Demonstrate the Structure is not a violation of the NFIP
- Elevate
- Wet Floodproof
- Dry Floodproof (Non-Residential Structures and Enclosures)
- Remove the structure
- Relocate the structure
- Fill the basement or lower level
- Change use of the building
- Combination of options



## **Partial Compliance Options**

- Elevate Utilities
- Floodproof Utilities
- Construct Compensatory Storage
- Restrict use of lower levels
- Retrofit the building for wet or dry floodproofing
- Combination of options



## Other Compliance Options at the Community Level

- Restriction on Building Use
- Submit to Rate: Can encourage the homeowner to take action due to insurance costs
- Phased approach that is documented through a Memorandum of Understanding.
- Section 1316: Denial Flood Insurance for an individual structure



#### Section 1316 of the National Flood Insurance Act of 1968

- A process for denying flood insurance to structures in violation of State or local floodplain management regulations.
- A community should exhaust all other available enforcement actions such as stop-work-orders and fines, before pursuing the 1316 process.





#### **Poll Question #4**

A new residential structure was built in the floodplain with a full basement that is 5 ft. below grade and 6 ft. below the BFE. The furnace and hot water tank are located in the basement. How do you bring the structure into **full** compliance?

- A. Elevate the utilities
- B. Floodproof the utilities
- C. Fill in the basement to grade
- D. Both A and C

<sup>\*</sup>please note in order to get CEUs, all polling questions must be answered\*



# **Enforcement Options**



#### **Remedy Violations**

## FPA has responsibility to mitigate violations

- Bring structure or other development into compliance
- Implement enforcement provisions
- Protect structure or other development from flood damages, i.e., retrofit
- Deter future similar violations by modifying procedures, and training



## **Property Owner Non-Compliance**

#### **Local Actions**

- Formal notification of violations
- Fines (per violation, per day)
- Stop work orders
- Injunctions
- Imprisonment
- Litigation
- Section 1316 (44 CFR Part 73)



#### **Community & Individual Non-Compliance**

#### **State Actions**

- NYSDEC NFIP Coordinating Office
  - Provide Technical Assistance
  - Assist in Communications between FEMA and the Community
- NYSDOS Codes Division
  - Investigation of complaints
  - <u>Division of Code Enforcement</u> and Administration (ny.gov)



Now York State
Department of State
Division of Building Standards
and Codes
One Converse Place
39 Weshington Avenue, Suite 165
Abox, Not 12214-0001
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Fac. 71th 104 Act 22

COMPLAINT AGAINST A CODE ENFORCEMENT OFFICIAL OR BUILDING SAFETY INSPECTOR AND/OR AGAINST A MUNICIPALITY RESPONSIBLE FOR ENFORCING THE UNFORM CODE AND/OR ENERGY CODE

PURPOSE OF THIS FORM: This form may be used for either or both of the following purposes

- to file a complaint alleging that a Code Enforcement Official ("CEO") or a Building Safety Inspector ("BSI") has materially failed to uphold his or her duties as a CEO or BSI, or
- (2) to file a complaint alleging that a city, town, village, or county that is responsible for administration and enforcement of the New York State Unitom Fire Prevention and Building Code (the "Uniform Code") and/or the State Energy Conservation Construction code (the "Energy Code") is failing to do so in compliance with the minimum standards established by the Department of State Regulations.

The Department of State will review this form and make a prefirminary determination whether this Complaint is applicable to (1) the CEO or BSI name in this Complaint, (2) the city, town, village, or country named in this Complaint, or (3) both the CEO or BSI name in this complaint and the city, town, village, or country named in this Complaint.

INSTRUCTIONS: Please Complete Part 1, Part 2, Part 3, and Part 4: read Part 5; and date and sign this form in the place provided in Part 5. Please submit the completed, dated, and signed Complaint (and any additional supporting documentation you may wish to include as part of this Complaint) by email

> New York State Department of State Division of Building Standards and Codes 99 Washington Ave. Albany, NY 12231-0001 Email: Oversight Codes@dos.ny.gov

PART 1 (please type or	printi	
Person filing this Complaint:		
First Name:	Last Name:	
Home Address:		
Address related to complain	nt:	
Telephone:	Email:	

DOS-2134-f (Rev. 01/19)

Page 1 of 4



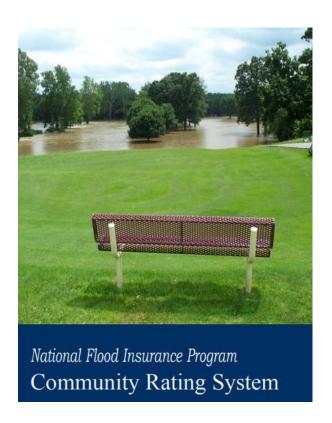
## **Community Non-Compliance**

#### **Federal Actions**

- CRS Retrograde to a Class 10
- Probation
- Suspension
- Subrogation



#### **Community Rating System Retrograde**



The Community Rating
System (CRS) is a voluntary
incentive program that
recognizes and encourages
community floodplain
management practices that
exceed minimum NFIP
requirements.



#### **Probation**

- Formal notification to the community that FEMA regards the community's floodplain management program as not compliant with the minimum standards of the NFIP
- An additional \$50 dollar premium will be charged on policies sold or renewed during the probation period
- The maximum probation period is one year





#### Suspension

A community is subject to suspension unless it corrects program deficiencies and remedies all violations by the compliance deadlines set during the probation period.

- No new policies or renewals
- No Federally related financing within SFHA
- No Federal financial assistance or aid, including disaster assistance, within SFHA





#### **Subrogation**

This is an action brought by FEMA when flood damages have occurred, flood insurance has been paid, and...

...all or part of the damage can be attributed to acts or omissions by a community or other third party.

FEMA then sues the third party to recover flood insurance claims it has paid.





#### Other Factors to Consider

There may be other factors to consider when evaluating what are the best compliance actions for any given violation

- Mitigating Factors
  - Factors that may lessen the impact of the violation
- Aggravating Factors
  - Factors that may exacerbate the impact of the violation



#### **Examples of Mitigating Factors**

- Newly elected officials, or recently hired staff, have demonstrated a new attitude toward fulfilling the community's responsibilities under the NFIP
- There are isolated instances of violations, rather than a pattern of widespread or repeated violations
- A remedial measure to resolve a particular violation would undermine the credibility of local officials or their demonstrated efforts to achieve compliance
- The current owner of a property that is in violation was not the owner at the time the structure became noncompliant



#### **Examples of Aggravating Factors**

- Community has a history of violations that were previously identified and brought to the community's attention by the State or FEMA
- Community has not demonstrated willingness to take corrective actions to resolve past problems
- Community has adequate resources, including professional staff, but has not used those resources to administer or enforce its floodplain management regulations
- The present owner of a property that is in violation was the owner at the time of structure became noncompliant



#### **Poll Question #5**

Who is responsible for mitigating violations?

- A. FEMA
- B. NYSDEC
- C. Local Floodplain Administrator (FPA)
- D. NYSDOS

\*please note in order to get CEUs, all polling questions must be answered\*



## Preventing Violations



## **Ways to Prevent Violations**

- Enforce the community's ordinance and keep it up to date
- Create a strong permit procedures that include inspections and use of elevation certificate
- Require multiple inspections
- Require permit applicants to submit for CLOMRs and LOMRs
- Be aware of the community's responsibility when signing the Community Acknowledgement Form
- Keep Records
- Ask questions: Call FEMA and/or NYSDEC regarding compliance questions before you permit the development



## **Benefits of Proper Enforcement**

- Safer, More Resilient Community
- Safer Public
- Decreased Flood Damages
- Lower Flood Insurance Rates
- Maintain Property Values
- Maintain NFIP Status and Access to Federal Funds



## Resources



#### Ways to Learn

**FEMA: Emergency Management Institute** 

FEMA - Emergency Management Institute (EMI) Home Page

**DEC Workshops & Training Page** 

Floodplain Management Training Resources - NYS Dept. of Environmental Conservation

NYS Floodplain and Stormwater Managers Assoc.

Home - New York State Floodplain and Stormwater Managers (nyfloods.org)

**Association of State Floodplain Managers** 

The Association of State Floodplain Management | ASFPM (floods.org)

**FEMA NFIP Desk Reference** 

NFIP Floodplain Management Requirements (fema.gov)

Self-education and experience

**Violations & litigation** - Abiding by the regulations will hopefully avoid this method of learning!



#### Information on the Web

NFIP Insurance Forms

Find an Insurance Form | FEMA.gov

**NFIP Technical Bulletins** 

National Flood Insurance Technical Bulletins | FEMA.gov

Mapping Guidelines and Specifications

<u>Guidelines and Standards for Flood Risk Analysis and Mapping Activities Under the Risk MAP Program | FEMA.gov</u>

**FEMA Map Service Center** 

FEMA Flood Map Service Center | Welcome!

Flood Insurance Library

Office of the Flood Insurance Advocate Library | FEMA.gov

Floodplain Management Information

Floodplain Management | FEMA.gov



#### **FEMA Resources**

- Substantial Improvement/Substantial Damage Desk Reference, FEMA P-758 (<a href="https://www.fema.gov/media-library-data/20130726-1734-25045-2915/p">https://www.fema.gov/media-library-data/20130726-1734-25045-2915/p</a> 758 complete r3.pdf)
- Answers to Questions about Substantially Damaged Buildings, FEMA 213 (<a href="https://www.fema.gov/media-library/assets/documents/169099">https://www.fema.gov/media-library/assets/documents/169099</a>)
- Variances and the NFIP, FEMA P-993 (https://www.fema.gov/sites/default/files/2020-08/FEMA P-993 FPM-Bulletin Variance.pdf)



Substantial Improvement/ Substantial Damage Desk Reference

FEMA P-758 / May 2010



Floodplain Management Bulletin

Variances and the National Flood Insurance Program

EMA P-993 / July 2014





#### **Thank You**

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