



# Federal Emergency Management Agency

Washington, D.C. 20472

December 12, 2000

MEMORANDUM FOR: Doug Bellomo, P.E., Project Officer  
Eastern Studies Team

Bill Blanton, Project Officer  
Central Studies Team

Mike Grimm, Project Officer  
Western Studies Team

**[Original Signed]**

FROM: Matthew B. Miller, P.E., Chief  
Hazards Study Branch

SUBJECT: Procedure Memorandum 18 – Countywide News Releases

**Background:** During the processing of a new or revised Flood Insurance Rate Map (FIRM), a news release is prepared for each community for the purpose of proposing new or revised 1% annual chance (100-year) flood elevations. The news release is critical in the initiation of the statutory 90-day appeals process.

**Issue:** Current protocols call for a separate news release to be prepared and published for each community affected by the new or revised elevations. When a revised or newly studied stream passes through several communities within a countywide format FIRM, each news release must include a listing for the subject stream, and must list only the new or revised flood elevations affecting the community. This necessitates that multiple news releases be prepared for each Countywide FIRM and that each stream be listed with customized community-specific elevation information.

In addition, the process of piecing together several single-jurisdiction FIRMs into one seamless Countywide format FIRM often requires that adjustments be made to flood elevations throughout the county to achieve continuity between jurisdictions. These flood elevation adjustments often necessitate multiple news release entries for individual streams in the county.

**Action Taken:** News Releases for communities sharing a countywide format FIRM will henceforth be processed as a single Countywide News Release. This news release will then be published in the local newspaper(s) to initiate the 90-day appeals period. The countywide news release will provide a listing for each stream that has new or revised

BFEs being proposed at any location within the subject county, and will include a column to indicate the communities affected by the new or revised flood elevations.

**New Procedure:** The MCC is directed to prepare a countywide format news release to include listings for all new or revised 100-year flood elevations being added or changed at any location within the subject county.

There are four distinct situations that will necessitate a news release entry for a stream in a countywide format FIRM. These situations are as follows:

1. The subject stream has either been restudied or is newly studied within the county.
2. The subject stream is studied in detail in adjacent communities within the county, but the former community-based FIRMs do not exhibit a seamless match of flood elevations across community boundaries. In this situation, one of the two mismatched data sets will be adjusted to agree with the one that is considered to be the most recent and accurate. The revised elevations will be listed on the countywide news release and the affected jurisdictions will be noted appropriately.
3. The subject stream has been studied in detail in one community but has either not been studied or has been studied by approximate methods (Zone A) in an adjacent community. The former Zone A floodplain will be converted to a detailed Zone AE with BFEs, thereby necessitating a news release entry.
4. The floodplain for a detailed study stream has been extended into an adjacent community to achieve a seamless match across jurisdiction boundaries. This scenario may occur even if the subject stream does not physically lie in the affected jurisdiction, but its' associated floodplain extends across jurisdiction boundaries.

The following attachments have been provided to assist in the implementation of this directive:

- Attachment A: Sample MCC Countywide News Release worksheet
- Attachment B: Sample Countywide newspaper publication notice
- Attachment C: Sample Countywide Federal Register notice

#### Attachments

cc: see attached Distribution List

**Sample MCC Countywide News Release Worksheet**

| Flooding Source(s) | Location of Referenced Elevation           | BFE (NGVD) |              | Communities Affected by the New/Revised BFEs   |
|--------------------|--|------------|--------------|--|
|                    |  | Effective  | New/ Revised |  |
| Crawford Creek     | At confluence with Rocky Branch            | 45         | 46           | Unincorporated Areas of Flood County, Town of Silverton, Village of Centreville, Town of Jonesboro                                     |
|                    | At upstream side of US Route 15            | 73         | 74           |  |
| Franklin Fork      | At downstream county boundary              | 119        | 118          | Unincorporated Areas of Flood County, Town of Jacksonville, Village of Washington, Town of Jonesboro, Town of Aimsville                |
|                    | Approx. 200 feet upstream of US Route 45   | 155        | 154          |  |
| Cypress Creek      | At downstream county boundary              | none       | 204          | Unincorporated Areas of Flood County, Town of Jonesboro, Village of Centreville, City of Clairmont, Town of Tremont, Town of Aimsville |
|                    | Approx. 100 feet upstream of Jordan Avenue | none       | 315          |  |
| Rocky Branch       | Approx. 240 feet downstream of US Route 55 | 57         | 56           | Unincorporated Areas of Flood County, Town of Jacksonville, Village of Washington, Town of Silverton, Town of Jonesboro                |
|                    | At upstream county boundary                | 65         | 64           |  |
| Cub Run            | At downstream county boundary              | none       | 177          | Unincorporated Areas of Flood County, Village of Washington, Town of Jonesboro   |
|                    | At upstream side of Sycamore Road          | none       | 194          |  |

## **Sample Countywide Newspaper Publication Notice**

### FEDERAL EMERGENCY MANAGEMENT AGENCY

### FEDERAL INSURANCE ADMINISTRATION

### Proposed Flood Elevation Determinations for Flood County and Incorporated Areas, Florida

**AGENCY:** Federal Emergency Management Agency

**ACTION:** Proposed rule.

**SUMMARY:**

Technical information or comments are solicited on the proposed modified base (1% annual chance) flood elevations shown in the preliminary Flood Insurance Studies and Flood Insurance Rate Maps for the communities listed in the table below. The base flood elevations are the basis for the floodplain management measures that each community is required to either adopt or show evidence of being already in effect in order to qualify or remain qualified for participation in the National Flood Insurance Program (NFIP).

**DATES:**

The period for comment will be ninety (90) days following the second publication of these proposed rules in a newspaper of local circulation.

**SUPPLEMENTARY INFORMATION:**

The Federal Emergency Management Agency gives notice of the proposed determinations of base flood elevations, in accordance with Section 110 of the Flood Disaster Protection Act of 1973 (Pub. L. 93-234), 87 Stat. 980, which added Section 1363 to the National Flood Insurance Act of 1968 (Title XIII of the Housing and Urban Development Act of 1968 (Pub. L. 90-448)), 42 U.S.C. 4001-4128, and 44 CFR 67.4(a).

These elevations, together with the floodplain management measures required by Section 60.3 of the program regulations, are the minimum that are required. They should not be construed to mean the community must change any existing ordinances that are more stringent in their floodplain management requirements. The community may at any time enact stricter requirements on its own, or pursuant to policies established by other Federal, State, or regional entities. These proposed modified elevations will also be used to calculate the appropriate flood insurance premium rates for the new buildings and their contents and for the second layer of insurance on existing buildings and their contents.

Pursuant to the provisions of 5 USC 605(b), the Administrator, to whom authority has been delegated by the Director, Federal Emergency Management Agency, hereby certifies that the proposed modified flood elevation determinations, if promulgated, will not have a significant economic impact on a substantial number of small entities. A flood elevation determination under Section 1363 forms the basis for new local ordinances, which, if adopted by a local community, will govern future construction within the floodplain area. The elevation determinations, however, impose no restriction unless and until the local community voluntarily adopts floodplain ordinances in accord with these elevations. Even if ordinances are adopted in compliance with Federal standards, the elevations prescribe how high to build in the floodplain and do not prohibit development. Thus, this action only forms the basis for future local actions. It imposes no new requirement; of itself it has no economic impact.

Lessees and owners of real property in the following communities, are encouraged to review the preliminary Flood Insurance Studies and Flood Insurance Rate Maps and to submit comments to the appropriate community representatives as listed below. Proposed base flood elevations along flood sources studied in detail are shown on the flood profiles in the study. The proposed modified base flood elevations are as follows:

| <u>Source of Flooding and<br/>Location of Referenced<br/>Elevation</u> | <u>*Elevation in<br/>feet (NGVD)<br/>Existing / Modified</u> |      | <u>Communities Affected</u>  |
|--|--|------|--|
| <b>Crawford Creek:</b>   |  |      |  |
| At confluence with Rocky Branch  | *45  | *46  | Flood County (Unincorporated Areas),<br>Town of Silverton, Village of Centreville,<br>Town of Jonesboro  |
| At upstream side of US Route 15  | *73  | *74  |  |
| <b>Franklin Fork:</b>  |  |      |  |
| At downstream county boundary  | *119   | *118 | Flood County (Unincorporated Areas),<br>Town of Jacksonville, Village of<br>Washington, Town of Jonesboro, Town of<br>Aimsville                |
| Approximately 200 feet upstream of<br>US Route 45                      | *155   | *154 |  |
| <b>Cypress Creek:</b>  |  |      |  |
| At downstream county boundary  | None   | *204 | Flood County (Unincorporated Areas),<br>Town of Jonesboro, Village of Centreville,<br>City of Clairmont, Town of Tremont, Town<br>of Aimsville |
| Approximately 100 feet upstream of<br>Jordan Avenue                    | None   | *315 |  |
| <b>Rocky Branch:</b>   |  |      |  |
| Approximately 240 feet downstream of<br>US Route 55                    | *57  | *56  | Flood County (Unincorporated Areas),<br>Town of Jacksonville, Village of<br>Washington, Town of Silverton, Town of<br>Jonesboro                |
| At upstream county boundary  | *65  | *64  |  |
| <b>Cub Run:</b>  |  |      |  |
| At downstream county boundary  | None   | *177 | Flood County (Unincorporated Areas),<br>Village of Washington, Town of Jonesboro   |
| At upstream side of Sycamore Road                                      | None   | *194 |  |

\*National Geodetic Vertical Datum

**ADDRESSES:**

**Flood County (Unincorporated Areas)**

Maps available for inspection at Flood County Courthouse, 105 Center Avenue, Brookfield, FL 20302

Send comments to Mr. Joe Smith, 105 Center Avenue, Brookfield, FL 20302

**Town of Aimsville**

Maps available for inspection at Aimsville Town Hall, 25 Parkside Drive, Aimsville, FL 20302

Send comments to Ms. Janice Walker, 25 Parkside Drive, Aimsville, FL 20302

**Town of Silverton**

Maps available for inspection at Silverton Town Hall, RR2 Henderson Lane, Silverton, FL 20300

Send comments to The Honorable James Taylor, 110 Hirkimer Lane #5, Silverton, FL 20300

**Village of Centreville**

Maps available for inspection at Centreville Village Hall, 1436 Walker Drive, Centreville, FL 20306

Send comments to Ms. Mary Harper, 1 Georgetown Road, Centreville, FL 20306

**Town of Jonesboro**

Maps available for inspection at Jonesboro Town Hall, P.O. Box 336, Jonesboro, FL 20311

Send comments to The Honorable Chris Smith, 65 Washington Street, Jonesboro, FL 20311

**Village of Washington**

Maps available for inspection at Washington Municipal Building, 1 Pike Road, Washington, FL 20340

Send comments to Ms. Betty Peters, 468 Delby Boulevard, Washington, FL 20340

**Town of Jacksonville**

Maps available for inspection at Jacksonville Town Hall, 76 Brook Street, Jacksonville, FL 20310

Send comments to The Honorable Tomas Griffin, 76 Brook Street, Jacksonville, FL 20310

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**For further information please contact the Map Assistance Center toll free at:**

**1-877-FEMA-MAP (1-877-336-2627)**

**Sample Countywide Federal Register Notice**

| Flooding Source(s)     | Location of Referenced Elevation                 | Elevation in feet<br>*(NGVD) |          | Communities Affected   |
|------------------------|--|------------------------------|----------|--|
|                        |  | Effective                    | Modified |  |
| <b>Franklin Fork:</b>  | At downstream County boundary                    | *119                         | *118     | Flood County (Unincorporated Areas), Town of Silverton, Village of Centerville, Town of Jonesboro                                      |
|                        | At upstream side of US Route 15                  | *155                         | *154     |  |
| <b>Crawford Creek:</b> | At confluence with Rocky Branch                  | *45                          | *46      | Flood County (Unincorporated Areas), Town of Jacksonville, Village of Washington, Town of Jonesboro, Town of Aimesville                |
|                        | At upstream side of US Route 15                  | *73                          | *74      |  |
| <b>Cypress Creek:</b>  | At downstream County boundary                    | None                         | *204     | Flood County (Unincorporated Areas), Town of Jonesboro, Village of Centreville, City of Clairmont, Town of Tremont, Town of Aimesville |
|                        | Approximately 200 feet upstream of US Route 45   | None                         | *315     |  |
| <b>Rocky Branch:</b>   | Approximately 240 feet downstream of US Route 55 | *55                          | *56      | Flood County (Unincorporated Areas), Town of Jacksonville, Village of Washington, Town of Silverton, Town of Jonesboro                 |
|                        | At upstream county boundary                      | *65                          | *64      |  |
| <b>Cub Run:</b>        | At downstream county boundary                    | None                         | *177     | Flood County (Unincorporated Areas), Village of Washington, Town of Jonesboro  |
|                        | At upstream side of Sycamore Road                | None                         | *194     |  |

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