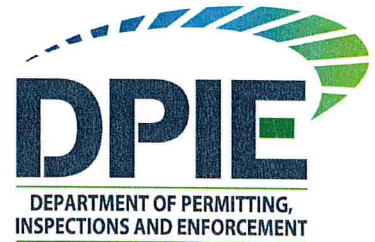




**TECHNO-GRAM
004-2020**



SUBJECT: Floodplain Requirements and Procedures

PURPOSE: To clarify

- method of delineating 100-year floodplain,
- establishing flood protection elevations and setting building elevations
- requirements for floodplain notes and table on permit plans
- requirements for floodplain easements on plats
- requirements for elevation certificates and LOMR during construction
- requirements for declaration of covenant

SCOPE: Clarification of Floodplain Requirements in Prince George's County Code and Prince George's County Stormwater Management Design Manual.

REFERENCE:

- Prince George's County Code Part II, Subtitle 32-204 Establishment of County Floodplain
- Prince George's County Code Part II, Subtitle 32-203 Definitions
- Prince George's County Stormwater Management Design Manual Chapter 4

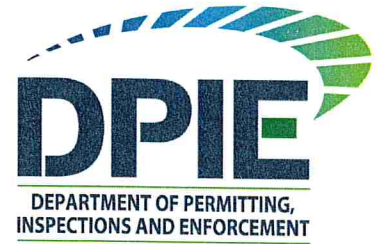
A) 100-year FLOODPLAIN DELINEATION:

Key clarifications pertaining to 100-year floodplain delineation:

1. The applicant must submit a floodplain information request form to DPIE to request all previously approved floodplain studies. This is to serve as the first step.
2. When requesting floodplain information, the applicant should identify, with drainage area maps, which streams have 50 acres or more of drainage area on or adjacent to the property.
3. Any streams that have not been previously studied require a hydrology/hydraulic model to establish 100-year base flood elevations (BFEs). Please follow latest floodplain submittal and design review checklists available on DPIE website at:
<https://www.princegeorgescountymd.gov/1395/SiteRoad-Plan-Review-Forms-Checklists>



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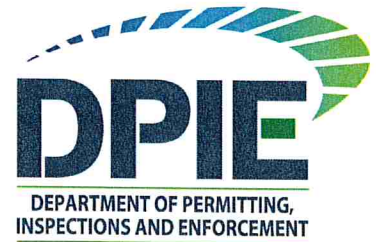


A) Continued: 100-year FLOODPLAIN DELINEATION:

4. Applicant must secure 100-year floodplain delineation approval, even if a delineation was previously approved. The delineation must include use of project specific accurate field surveyed topography. For consultant prepared studies, one foot of freeboard is required if the engineer based the study on 2' aerial topography. If detailed field surveyed topography was used to prepare a consultant study, then no freeboard is required. This Techno-gram supersedes freeboard and topographic requirements identified in the Prince George's County Stormwater Management Design Manual.
5. An existing channel conditions floodplain delineation should be submitted at the initial stage of the project, prior to submission of a site development concept. All floodplain reviews are done in case type "FLOOD". Floodplain review will no longer be performed in any other case type. The other case types will only be used for floodplain screening. Please make sure to upload all previously approved floodplain plans into the floodplain folder with all cases: site development concept, grading permit and street construction permit submissions. This will facilitate quick floodplain screening.
6. Floodplain delineation plans must show 100-year floodplain cross section locations and vertical datum. Please make sure to upload DPIE floodplain response letter with every submission and follow latest floodplain design review and submittal checklists.
7. The applicant must confirm the vertical datum of project topography versus the vertical datum used for the floodplain study; indicate the datum of the topography on the plans. It is common that project topography is in a different datum than the floodplain study. For example, the latest FEMA maps are in NAVD 1988 vertical datum, whereas engineers frequently survey the project's topography in NGVD 1929 vertical datum. In this case, project topography is in a different vertical datum than the floodplain study, and therefore the engineer must add 0.8 vertical feet to BFE elevations from the hydraulic model to convert the floodplain elevation to NGVD29 datum (NGVD29 = NAVD88 + 0.8'). Conversely, if the floodplain study was prepared using NGVD29 datum, but the project topography was surveyed in NAVD88 datum, the engineer must subtract 0.8 vertical feet to the BFE elevations from the hydraulic model (NAVD88 = NGVD29 - 0.8'), as required to convert the floodplain elevation to NAVD88 datum.



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A) Continued: 100-YEAR FLOODPLAIN DELINEATION:

In both cases, indicate the 100-year elevation at each floodplain section in BOTH datums.

8. At each floodplain cross section, the applicant should include all of the following elevations, as applicable. Some streams and sites have more than one 100-year floodplain study source. Please submit a floodplain information request to the DPIE floodplain engineer to determine which floodplain governs. The following information shall be provided, as applicable:

- BFE - FEMA - ___ NAVD1988, ___ NGVD 1929
- BFE - COUNTY WATERSHED Study ___ NAVD1988, ___ NGVD 1929
- BFE - COUNTY GIS Study ___ NAVD 1988, ___ NGVD 1929
- BFE - CONSULTANT Study ___ NAVD 1988, ___ NGVD 1929

- BFE + freeboard FEMA ___ NAVD 1988, ___ NGVD 1929
- BFE + freeboard COUNTY WATERSHED Study ___ NAVD 1988, ___ NGVD 1929
- BFE + freeboard COUNTY GIS Study ___ NAVD 1988, ___ NGVD 1929
- BFE + freeboard CONSULTANT Study ___ NAVD 1988, ___ NGVD 1929

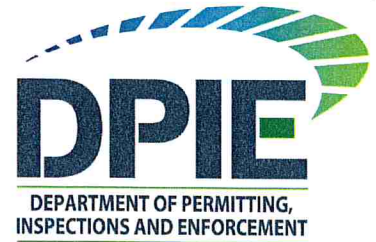
9. 100-year floodplain delineation shall be based on the Base Flood Elevation (BFE) plus freeboard.

Freeboard shall be added to the BFE as follows:

- FEMA studies - add one foot of freeboard to the BFE
- COUNTY WATERSHED studies - add no freeboard to the BFE for Anacostia River, Bear Branch, Crow Branch and Beaverdam Creek. Add one foot of freeboard to the BFE for all other County Watershed studies.
- COUNTY GIS studies - add two feet of freeboard to the BFE. In general, the two feet of freeboard has already been added in previously processed cases. Consult with DPIE floodplain engineer for site specific clarification.
- CONSULTANT studies - add no freeboard to the BFE if topography is field surveyed. Add one foot of freeboard if aerial topography was used.
- The no freeboard condition does not apply to modification or refinement of a FEMA or County Watershed Study.



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A) Continued: 100-year FLOODPLAIN DELINEATION:

- Some streams have more than one study (for example FEMA and COUNTY WATERSHED). If this is the case, please submit floodplain information request to DPIE floodplain engineer to determine which floodplain governs and follow latest floodplain design checklist.

B) FLOOD PROTECTION ELEVATION/SETTING ELEVATIONS OF BUILDINGS, ROADS AND PARKING LOTS

The approved 100-year floodplain hydraulic study establishes the base flood elevation (BFE). This is the computed elevation from the hydraulic model. This elevation does not include any freeboard.

The Flood Protection Elevation (FPE) shall be established based on adding freeboard to the BFE as follows:

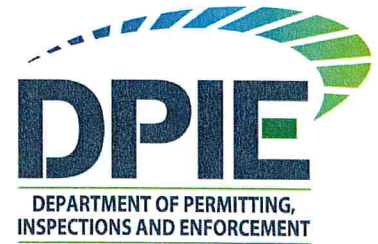
- FEMA studies - add two feet of freeboard to BFE.
- COUNTY WATERSHED studies - add one foot of freeboard to BFE for Anacostia River, Bear Branch, Crow Branch and Beaverdam Creek to establish FPE. Add two feet of freeboard to BFE for all other County Watershed studies.
- COUNTY GIS studies - add two feet of freeboard to BFE.
- CONSULTANT studies - add one foot of freeboard to the BFE if topography is field surveyed. Add two feet of freeboard if aerial topography was used.

All buildings and structures must be set with the lowest floor elevation at or above the Flood Protection Elevation FPE. For structures with basements, the basement shall be set at or above the FPE. All exterior grades along the outside edge of the structure shall be at or above the 100-year floodplain delineation elevation. Please refer to enclosed Exhibit A - Establishing 100-year floodplain delineation elevation and FPE. This exhibit summarizes the requirements for BFE, 100-year floodplain delineation elevation, and FPE.

All roads shall be set one foot above the 100-year floodplain delineation elevation, as required by code section 32-207.01(e). All parking lots and drive aisles shall have not more than 6 inches of 100-year floodplain depth.



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C) FLOODPLAIN WAIVERS

If a project engineer is requesting a waiver to allow construction of a building in the 100-year floodplain, no basements are allowed below the FPE, and **the building shall be elevated on fill to the FPE**. All projects are not eligible for floodplain waivers. These are considered on a case by case basis. Redevelopment projects that involve removal of existing structures from the 100-year floodplain and construction of new structures above the FPE are sometimes eligible for a floodplain waiver. Projects in high priority development locations, such as near a Mass Transit station, are sometimes eligible for a floodplain waiver. Projects that propose fill or clearing of existing forested floodplain and environmentally sensitive areas are generally not eligible for a floodplain waiver. If a site cannot demonstrate safety of access to the property in times of flood (code 32-206(j)), these sites are not eligible for a floodplain waiver. Site Development Concept approvals are usually dependent on issuance of a floodplain waiver before the site development concept approval. Floodplain fill that increases floodplain elevations offsite is not allowed unless offsite easements are secured. Any waiver request for basements below the FPE is rarely approved. Floodplain waivers must comply with all requirements of the code, in particular sufficient justification, compensatory storage and demonstration of hydraulic effects.

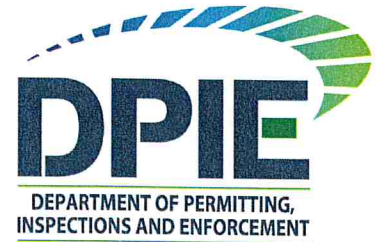
D) FLOODPLAIN BUFFERS, SETBACKS AND FLOODPLAIN ON LOTS

Floodplain Buffers: Prince Georges County Code subtitle 32-204(d) requires:

" Floodplain buffer area - where proposed development is associated with a stream or tributary and the limits of the floodplain cannot be accurately determined because of the lack of detailed floodplain data and analysis or because of unknown effects of future development in the watershed, the Department may require that an approximated floodplain boundary and floodplain buffer be established and maintained as part of the development. The floodplain buffer is 25 feet, measured outside the approximated 1 percent annual chance (100-year) floodplain delineation. The floodplain buffer is considered part of the 1 percent annual chance (100-year) floodplain delineation and it is included in the floodplain easement".



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D) Continued: FLOODPLAIN BUFFERS, SETBACKS AND FLOODPLAIN ON LOTS

The Prince Georges County Stormwater Management Design Manual 4.10 includes an out of date requirement pertaining to floodplain buffers. This Techno-gram supersedes the below requirement from the Manual. The following requirement no longer applies:

"Floodplain Buffer ... Generally, this will require a maximum buffer of 50 feet from the residential zoned property building restriction line (both fee simple and non-fee simple lots) to the floodplain limits, and a maximum 25 foot buffer for the building restriction line for commercial or industrial zoned lots."

Floodplain Setbacks: Prince George's County Code subtitle 32-205(f) requires all residential structures to be setback at least 25 feet from the 100-year floodplain delineation.

Floodplain on Lots: Prince George's County Code prohibits 100-year floodplain on lots as described below:

Sec. 24-129 (a)

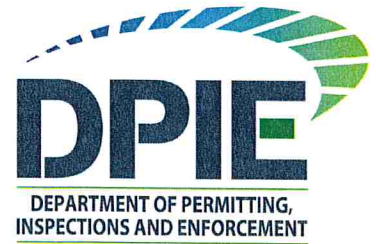
(1) Except as provided in Paragraphs (2) and (3), lots shall comply with the minimum net lot areas prescribed by the Zoning Ordinance, exclusive of any land area within the one hundred (100) year floodplain.

(2) In the R-A and O-S Zones, where any lot contains a floodplain area, there shall be a minimum of forty thousand (40,000) contiguous square feet of area exclusive of any land within the one hundred (100) year floodplain.

(3) In the R-E Zone, and in the R-R Zone for the purposes of compliance with [Section 24-128\(b\)\(1\)\(B\)](#), any area of a lot in excess of twenty thousand (20,000) contiguous square feet may be in the one hundred (100) year floodplain provided that such lot is to be served by a public water and sewerage system, and is in water and sewer service area category one, two, or three at the time of approval of the final plat of subdivision.



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E) FLOODPLAIN NOTES/TABLE ON PERMIT PLANS

The applicant shall fill out and attach the enclosed floodplain table and notes to all site road grading permit plans and building permit plans on the cover sheet, for projects with 100-year floodplain. The main purpose of this information is to ensure that the governing (highest) floodplain elevations and correct datum are accurately defined. These notes are also intended to inform the permittee of floodplain requirements during the construction phase. These notes are enclosed as Attachment A to this techno-gram.

F) FLOODPLAIN EASEMENTS ON PLATS

When processing final subdivision plats, DPIE reviews plats to confirm that floodplain easements are shown on the plats. The applicant should submit a copy of the approved floodplain delineation with the final subdivision plat. The applicant should add 100-year floodplain easement limits to the plat and refer to the County recorded standard floodplain easement language, which is enclosed as Attachment B to this techno-gram. The Owner's Dedication on the final record plat shall include the following clause:

We, _____ Owner . . . grant to Prince George's County the 100-year floodplain easement as shown hereon, subject to the terms and provisions recorded among the land records of Prince George's County Maryland in Liber 38869 Folio 223.

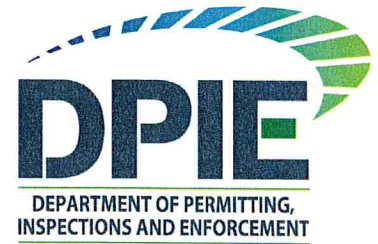
The preferred method of conveying floodplain easements is on the final subdivision plats. Floodplain easements may be conveyed to the county with stand-alone sketch, description and easement language, and recorded among the land records of the county by DPIE. This method of conveying floodplain easements is typically utilized if the necessity for easements was defined after recordation of the final subdivision plats.

G) ELEVATION CERTIFICATES and LOMR

The county floodplain code (section 32-209 (g)) requires that a use and occupancy permit shall not be approved until DPIE has been provided with a completed elevation certificate, prepared by a registered land surveyor certifying the "as built" elevation of the subject construction. The certificate shall provide evidence that the building was constructed at or above the FPE.



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G) Continued: ELEVATION CERTIFICATES and LOMR

The certificate shall be provided to the DPIE building inspector and the DPIE floodplain engineer for review and approval. sample copy of the elevation certificate is included as Attachment C-1 (FEMA Floodplain) and C-2 (County Floodplain). This certificate shall be provided to DPIE for buildings in or adjacent to FEMA and County floodplains, for all floor elevations built within 5 vertical feet above the BFE. If the project involves alteration of the FEMA floodplain, the permittee shall provide an approved Letter of Map Revision (LOMR) prior to approval of the use and occupancy permit.

H) DECLARATION OF COVENANT - FLOODPLAIN RELATED

The County floodplain code (Section 32-206(h)) requires that for projects granted a floodplain waiver, the owner execute and record a covenant that provides notice of the potential for higher insurance premium rates, the flood hazard, and responsibilities of the building and site owner to maintain flood proofing. This is required before issuance of the grading and/or building permit. The standard language for this declaration of covenant is enclosed - see Attachment D.


APPROVED BY:
Dawit Abraham

Melinda Bolling, Director

June 19, 2020

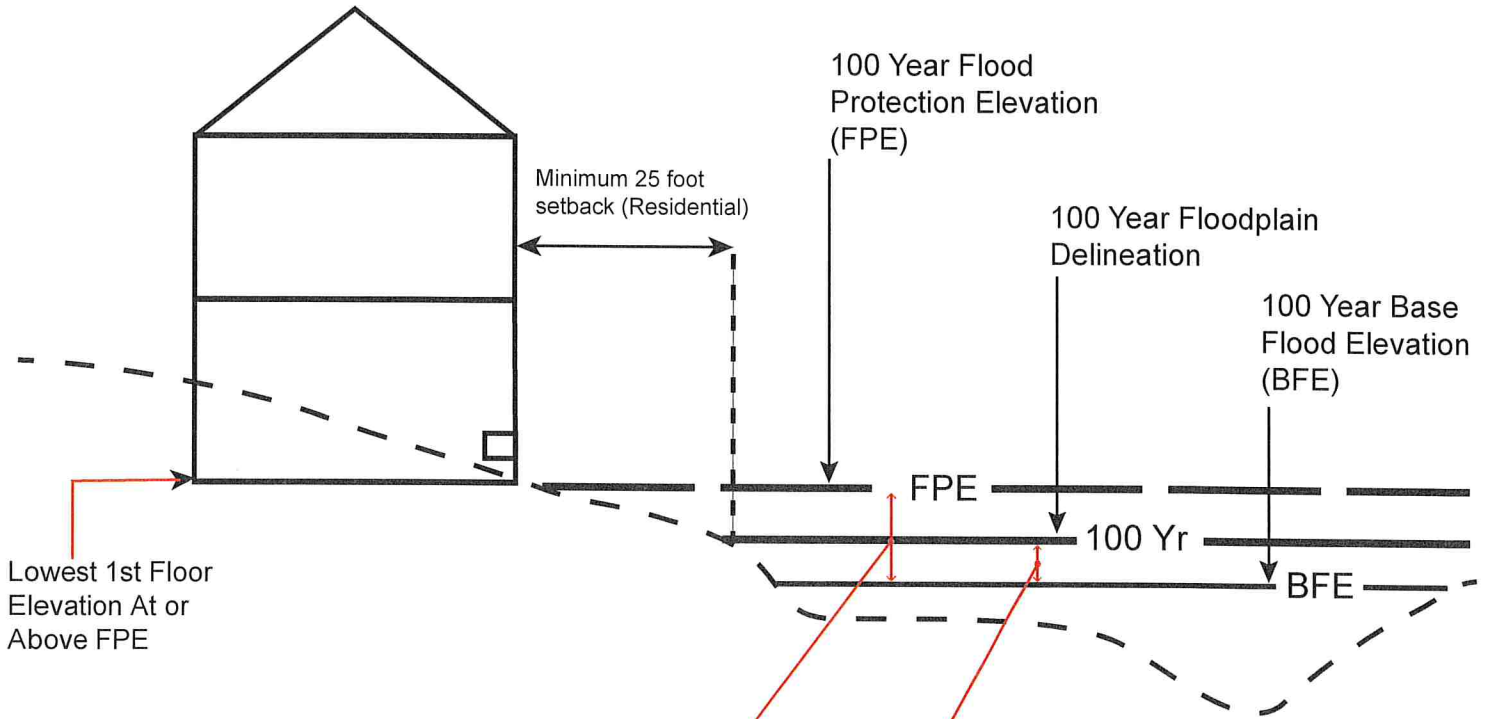
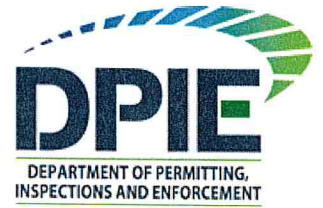


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004-2020**



EXHIBIT A

ESTABLISHING 100-YEAR FLOODPLAIN DELINEATION AND F[E



FPE

- FEMA: BFE + 2 Feet
- County Watershed: BFE + 1 Foot for Anacostia River, Bear Branch, Crow Branch, Beaverdam Creek or BFE + 2 Feet All Other Watersheds
- County GIS: BFE + 2 Feet
- Consultant: BFE + 1 Foot if field surveyed topography or 2 Feet if aerial topography.

100 Yr Floodplain Delineation

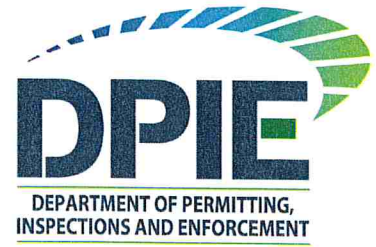
- FEMA: BFE + 1 Foot
- County Watershed: BFE + 0 Feet for Anacostia River, Bear Branch, Crow Branch, Beaverdam Creek, or BFE + 1 Foot All Other Watersheds
- County GIS: BFE + 2 Feet
- Consultant: BFE + 0 Feet if field surveyed topography or 1 Foot if aerial topography

Exhibit A

Establishing 100 Year Floodplain Delineation and FPE



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ATTACHMENT A

FLOODPLAIN NOTES AND TABLE

FLOODPLAIN NOTES AND TABLE

Project Name _____

Project Permit _____

NOTE: This table should be prepared for EACH building

	100-year floodplain Base Flood Elevation		100-year floodplain Flood Protection Elevation	
	NGVD29	NAVD88	NGVD29	NAVD88
Datum	NGVD29	NAVD88	NGVD29	NAVD88
County study	Fill in	Fill in	Fill in	Fill in
FEMA study	Fill in	Fill in	Fill in	Fill in
Consultant study FPS no.	Fill in	Fill in	Fill in	Fill in

Highest/controlling base flood elevation * - ENGINEER to identify on above table

Highest/controlling flood protection elevation ** - ENGINEER to identify on above table

Instructions:

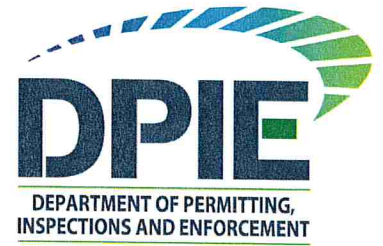
- *Flood protection elevation shall be 2' higher than FEMA study base flood elevation*
- *Flood protection elevation shall be 1' or 2' higher than County or Consultant study base flood elevation (consult with DPIE floodplain engineer)*
- *This form is applicable to each building located in or adjacent to floodplain.*

100-Year floodplain requirements at this permit site.

1. MDE NOI permit # _____ shall be issued prior to the start of construction.
2. MDE wetland/waterway construction permit # (_____) shall be issued prior to any construction within the floodplain and wetlands.
3. All buildings shall be built at or above the highest/controlling flood protection elevation per county code 32-207(a)(2).
4. All buildings in the coastal floodplain shall be built such that the bottom of the lowest horizontal structural members that support the lowest floor are elevated at or above the flood protection elevation, per county code 32-208.02(b).
5. Basements are not allowed below the highest/controlling flood protection elevation. All buildings must be set with the first floor elevation at or above the Flood Protection Elevation FPE. All exterior grades along the outside edge of the structure shall be at or above the 100-year floodplain delineation elevation.
6. All buildings located in filled floodplain or adjacent to the floodplain require submission of an Elevation Certificate on the approved form. The Elevation Certificate shall be submitted to DPIE floodplain engineer and DPIE inspector for approval prior to use/occupancy permit, per county code 32-209 (g).
7. The following buildings on this site require flood proofing: _____. Permittee shall provide a flood proofing certificate prepared by a Professional Engineer, as per county code 32-209(c)(3). The flood proofing certificate shall be provided to the DPIE floodplain engineer and DPIE inspector prior to U/O permit.
8. The project is proposing fill or alteration of FEMA floodplain (PICK ONE: applicable _____, not applicable _____). Permittee shall consult with PG-DoE to request confirmation of the necessity of a Conditional Letter of Map Revision (CLOMR). If required, permittee shall secure CLOMR prior to start of construction. Permittee to provide CLOMR to DPIE floodplain engineer.
9. Permittee shall secure a FEMA Letter of Map Revision (LOMR) for fill or alteration of the FEMA floodplain. Permittee shall provide LOMR to DPIE floodplain engineer and DPIE inspector prior to use/occupancy permit.
10. Site topography for this site has been shown in the following vertical datum. (pick one)
 NGVD29 – yes _____ no _____
 NAVD88 – yes _____ no _____



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ATTACHMENT B

RECORDED FLOODPLAIN EASEMENT

NO TAXES DUE
OFFICE OF FINANCE
PRINCE GEORGE'S COUNTY, MD
12/16/16

LR - Government 0.00
Instrument
Agency Name: PRINCE
GEORGE'S COUNTY
Instrument 12/16/2016

Declaration

Describe Other:

Ref:

Total: 0.00
12/16/2016 03:09 CC16-AS
7473943 CC0703 -
PRINCE GEORGE'S
COUNTY/CC07.03.02 -
Register 02

DECLARATION OF TERMS AND PROVISIONS
OF FLOODPLAIN EASEMENTS

THIS DECLARATION dated the 10th day of November, 2016 sets forth the terms and provisions of certain Floodplain Easements which may be created by grants made by a Landowner, hereafter called the "Landowner," to Prince George's County, Maryland, a body corporate and politic, hereinafter called the "County," in subdivision plats recorded among the Land Records of Prince George's County, Maryland, subsequent to the recording hereof in such Land Records, which grants refer to this Declaration.

When reference is made hereto in any such grant, the following terms and provisions are incorporated in, and made a part of, such grant, subject to such modifications, additions or deletions, if any, as may be specified in such grant:

I. The County and its respective successors and assigns, shall have and hold the following described easement and rights with respect to any parcel or strip of land designated, on the plat embodying such grant, as a Floodplain Easement (each parcel or strip being hereinafter called the "Property"):

FIRST: The perpetual right of ingress and egress in, through, and/or over said easement, which shall also include the perpetual right of ingress to and egress from the Property for access.

SECOND: The right, at its option only, to install, construct, reconstruct, maintain, repair, operate and inspect a flood control system or storm drain system within the Floodplain Easement. However, nothing herein shall be construed to require the County to install, construct, reconstruct, maintain, operate or repair a flood control system or storm drain system within the said Floodplain Easement.

THIRD: The right to restrict the Landowner, its successors and/or assigns, from constructing any structures, buildings and/or improvements; or place any fill or do any excavation, dredging or draining; or remove any trees or natural vegetation within the herein described Floodplain Easement unless the prior written consent of the County, and/or any other responsible government agency, is given thereto.

FOURTH: If it is determined by the County, in its sole discretion, that an easement is no longer needed for the County's floodplain management system, said easement may be released by the County in writing and all rights given to the County by the easement would be returned to the Landowner, their heirs or assigns.

II. The Landowner named in any such grant covenants to warrant specially the said easement and rights granted thereby, and to execute such further assurances thereof as may be requisite.

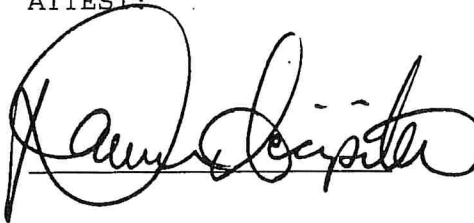
III. Any failure by any party entitled to enforce any of the covenants, conditions, and restrictions herein contained, shall not be deemed a waiver of the right to do so thereafter as to the same breach, or as to one occurring to, or subsequent thereto.

IV. These covenants shall run with and be binding upon the designated land and shall inure to the benefit of and be binding upon the Landowner, its successors and assigns. These covenants and the rights and liabilities arising hereunder are governed by and shall be determined in accordance with the laws of the State of Maryland.

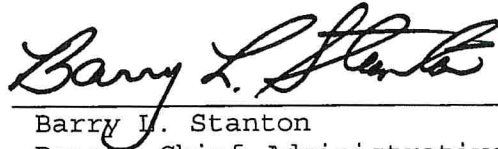
V. The invalidity of any of the provisions of this Declaration shall not affect any of the other provisions, all of which shall remain in full force and effect.

ATTEST:

PRINCE GEORGE'S COUNTY, MARYLAND,
a body corporate and politic



BY:



(Seal)

Barry L. Stanton
Deputy Chief Administrative Officer
for Public Infrastructure

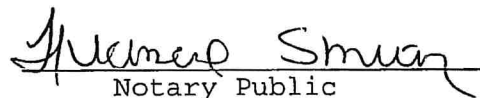
STATE OF MARYLAND:
COUNTY OF PRINCE GEORGE'S: to wit:

I HEREBY CERTIFY that on this 10th day of November 2016, before me, Quame C. Smuin, the undersigned Notary Public, personally appeared Barry L. Stanton, who acknowledged himself to be the Deputy Chief Administrative Officer for Public Infrastructure for PRINCE GEORGE'S COUNTY, MARYLAND, a body corporate and politic, ("County") and that he, as such officer, being authorized so to do executed the foregoing instrument on behalf of the County.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Notary Public

My Commission expires: 3/1/17



Notary Public

I HEREBY CERTIFY that this instrument was prepared under the supervision of an attorney admitted to practice by the Court of Appeals of Maryland.



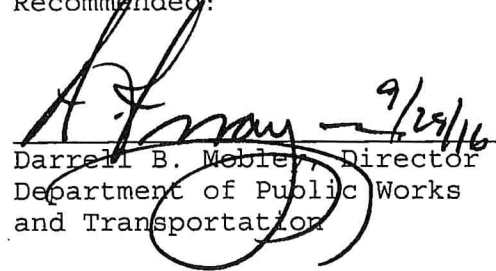
Associate County Attorney

Reviewed and Approval
Recommended:



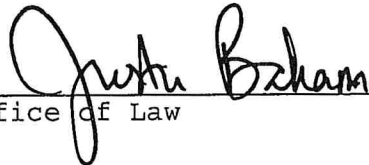
Haitham A. Hijazi, Director
Department of Permitting,
Inspections and Enforcement

Reviewed and Approval
Recommended:



Darrell B. Mobley, Director
Department of Public Works
and Transportation

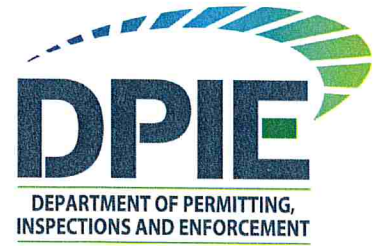
Reviewed for Legal Sufficiency:



Office of Law



**TECHNO-GRAM
004-2020**



ATTACHMENT C-1

**FEMA ELEVATION CERTIFICATE
(USE FOR FEMA FLOODPLAIN)**



FEMA

NATIONAL FLOOD INSURANCE PROGRAM

ELEVATION CERTIFICATE

AND

INSTRUCTIONS

2015 EDITION

ATTACHMENT C-1

U.S. DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
National Flood Insurance Program

ELEVATION CERTIFICATE AND INSTRUCTIONS

Paperwork Reduction Act Notice

Public reporting burden for this data collection is estimated to average 3.75 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street SW, Washington, DC 20742, Paperwork Reduction Project (1660-0008). **NOTE: Do not send your completed form to this address.**

Privacy Act Statement

Authority: Title 44 CFR § 61.7 and 61.8.

Principal Purpose(s): This information is being collected for the primary purpose of estimating the risk premium rates necessary to provide flood insurance for new or substantially improved structures in designated Special Flood Hazard Areas.

Routine Use(s): The information on this form may be disclosed as generally permitted under 5 U.S.C. § 552a(b) of the Privacy Act of 1974, as amended. This includes using this information as necessary and authorized by the routine uses published in DHS/FEMA-003 – National Flood Insurance Program Files System or Records Notice 73 Fed. Reg. 77747 (December 19, 2008); DHS/FEMA/NFIP/LOMA-1 – National Flood Insurance Program (NFIP) Letter of Map Amendment (LOMA) System of Records Notice 71 Fed. Reg. 7990 (February 15, 2006); and upon written request, written consent, by agreement, or as required by law.

Disclosure: The disclosure of information on this form is voluntary; however, failure to provide the information requested may result in the inability to obtain flood insurance through the National Flood Insurance Program or the applicant may be subject to higher premium rates for flood insurance. Information will only be released as permitted by law.

Purpose of the Elevation Certificate

The Elevation Certificate is an important administrative tool of the National Flood Insurance Program (NFIP). It is to be used to provide elevation information necessary to ensure compliance with community floodplain management ordinances, to determine the proper insurance premium rate, and to support a request for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on fill (LOMR-F).

The Elevation Certificate is required in order to properly rate Post-FIRM buildings, which are buildings constructed after publication of the Flood Insurance Rate Map (FIRM), located in flood insurance Zones A1–A30, AE, AH, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, and AR/AO. The Elevation Certificate is not required for Pre-FIRM buildings unless the building is being rated under the optional Post-FIRM flood insurance rules.

As part of the agreement for making flood insurance available in a community, the NFIP requires the community to adopt floodplain management regulations that specify minimum requirements for reducing flood losses. One such requirement is for the community to obtain the elevation of the lowest floor (including basement) of all new and substantially improved buildings, and maintain a record of such information. The Elevation Certificate provides a way for a community to document compliance with the community's floodplain management ordinance.

Use of this certificate does not provide a waiver of the flood insurance purchase requirement. Only a LOMA or LOMR-F from the Federal Emergency Management Agency (FEMA) can amend the FIRM and remove the Federal mandate for a lending institution to require the purchase of flood insurance. However, the lending institution has the option of requiring flood insurance even if a LOMA/LOMR-F has been issued by FEMA. The Elevation Certificate may be used to support a LOMA or LOMR-F request. Lowest floor and lowest adjacent grade elevations certified by a surveyor or engineer will be required if the certificate is used to support a LOMA or LOMR-F request. A LOMA or LOMR-F request must be submitted with either a completed FEMA MT-EZ or MT-1 package, whichever is appropriate.

This certificate is used only to certify building elevations. A separate certificate is required for floodproofing. Under the NFIP, non-residential buildings can be floodproofed up to or above the Base Flood Elevation (BFE). A floodproofed building is a building that has been designed and constructed to be watertight (substantially impermeable to floodwaters) below the BFE. Floodproofing of residential buildings is not permitted under the NFIP unless FEMA has granted the community an exception for residential floodproofed basements. The community must adopt standards for design and construction of floodproofed basements before FEMA will grant a basement exception. For both floodproofed non-residential buildings and residential floodproofed basements in communities that have been granted an exception by FEMA, a floodproofing certificate is required.

Additional guidance can be found in FEMA Publication 467-1, Floodplain Management Bulletin: Elevation Certificate, available on FEMA's website at <https://www.fema.gov/media-library/assets/documents/3539?id=1727>.

ELEVATION CERTIFICATE

Important: Follow the instructions on pages 1-9.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

SECTION A – PROPERTY INFORMATION					FOR INSURANCE COMPANY USE	
A1. Building Owner's Name _____					Policy Number: _____	
A2. 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 _____		
A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.) _____						
A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) _____						
A5. Latitude/Longitude: Lat. _____ Long. _____ Horizontal Datum: <input type="checkbox"/> NAD 1927 <input type="checkbox"/> NAD 1983						
A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance.						
A7. Building Diagram Number _____						
A8. For a building with a crawlspace or enclosure(s):						
a) Square footage of crawlspace or enclosure(s) _____ sq ft						
b) Number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade _____						
c) Total net area of flood openings in A8.b _____ sq in						
d) Engineered flood openings? <input type="checkbox"/> Yes <input type="checkbox"/> No						
A9. For a building with an attached garage:						
a) Square footage of attached garage _____ sq ft						
b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade _____						
c) Total net area of flood openings in A9.b _____ sq in						
d) Engineered flood openings? <input type="checkbox"/> Yes <input type="checkbox"/> No						
SECTION B – FLOOD INSURANCE RATE MAP (FIRM) INFORMATION						
B1. NFIP Community Name & Community Number _____				B2. County Name _____		B3. State _____
B4. Map/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 Base Flood Depth) _____	
B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9: <input type="checkbox"/> FIS Profile <input type="checkbox"/> FIRM <input type="checkbox"/> Community Determined <input type="checkbox"/> Other/Source: _____						
B11. Indicate elevation datum used for BFE in Item B9: <input type="checkbox"/> NGVD 1929 <input type="checkbox"/> NAVD 1988 <input type="checkbox"/> Other/Source: _____						
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: _____ <input type="checkbox"/> CBRS <input type="checkbox"/> OPA						

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expiration Date: November 30, 2018

IMPORTANT: In these spaces, copy the corresponding information from Section A.			FOR INSURANCE COMPANY USE	
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.			Policy Number:	
City	State	ZIP Code	Company NAIC Number	

SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: Construction Drawings* Building Under Construction* Finished Construction

*A new Elevation Certificate will be required when construction of the building is complete.

C2. 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 C2.a–h below according to the building diagram specified in Item A7. In Puerto Rico only, enter meters.

Benchmark Utilized: _____ Vertical Datum: _____

Indicate elevation datum used for the elevations in items a) through h) below.

NGVD 1929 NAVD 1988 Other/Source: _____

Datum used for building elevations must be the same as that used for the BFE.

Check the measurement used.

- | | | | | |
|---|--------------------------|------|--------------------------|--------|
| a) Top of bottom floor (including basement, crawlspace, or enclosure floor) _____ | <input type="checkbox"/> | feet | <input type="checkbox"/> | meters |
| b) Top of the next higher floor _____ | <input type="checkbox"/> | feet | <input type="checkbox"/> | meters |
| c) Bottom of the lowest horizontal structural member (V Zones only) _____ | <input type="checkbox"/> | feet | <input type="checkbox"/> | meters |
| d) Attached garage (top of slab) _____ | <input type="checkbox"/> | feet | <input type="checkbox"/> | meters |
| e) Lowest elevation of machinery or equipment servicing the building
(Describe type of equipment and location in Comments) _____ | <input type="checkbox"/> | feet | <input type="checkbox"/> | meters |
| f) Lowest adjacent (finished) grade next to building (LAG) _____ | <input type="checkbox"/> | feet | <input type="checkbox"/> | meters |
| g) Highest adjacent (finished) grade next to building (HAG) _____ | <input type="checkbox"/> | feet | <input type="checkbox"/> | meters |
| h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support _____ | <input type="checkbox"/> | feet | <input type="checkbox"/> | meters |

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 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.

Were latitude and longitude in Section A provided by a licensed land surveyor? Yes No Check here if attachments.

Certifier's Name	License Number	Place Seal Here
Title		
Company Name		
Address		
City	State ZIP Code	

Signature _____ Date _____ Telephone _____ Ext. _____

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

Comments (including type of equipment and location, per C2(e), if applicable)

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expiration Date: November 30, 2018

IMPORTANT: In these spaces, copy the corresponding information from Section A.			FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.			Policy Number:
City	State	ZIP Code	Company NAIC Number

SECTION G – COMMUNITY INFORMATION (OPTIONAL)

The local official who is authorized by law or ordinance to administer the community's floodplain management ordinance can complete Sections A, B, C (or E), and G of this Elevation Certificate. Complete the applicable item(s) and sign below. Check the measurement used in Items G8–G10. In Puerto Rico only, enter meters.

- G1. The information in Section C was taken from other documentation that has been signed and sealed by a licensed surveyor, engineer, or architect who is authorized by law to certify elevation information. (Indicate the source and date of the elevation data in the Comments area below.)
- G2. A community official completed Section E for a building located in Zone A (without a FEMA-issued or community-issued BFE) or Zone AO.
- G3. The following information (Items G4–G10) is provided for community floodplain management purposes.

G4. Permit Number	G5. Date Permit Issued	G6. Date Certificate of Compliance/Occupancy Issued
-------------------	------------------------	---

- G7. This permit has been issued for: New Construction Substantial Improvement
- G8. Elevation of as-built lowest floor (including basement) of the building: _____ feet meters Datum _____
- G9. BFE or (in Zone AO) depth of flooding at the building site: _____ feet meters Datum _____
- G10. Community's design flood elevation: _____ feet meters Datum _____

Local Official's Name	Title
Community Name	Telephone
Signature	Date

Comments (including type of equipment and location, per C2(e), if applicable)

Check here if attachments.

BUILDING PHOTOGRAPHS

ELEVATION CERTIFICATE

See Instructions for Item A6.

OMB No. 1660-0008

Expiration Date: November 30, 2018

IMPORTANT: In these spaces, copy the corresponding information from Section A.	FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.	Policy Number:
City State ZIP Code	Company NAIC Number

If using the Elevation Certificate to obtain NFIP flood insurance, affix at least 2 building photographs below according to the instructions for Item A6. Identify all photographs with date taken; "Front View" and "Rear View"; and, if required, "Right Side View" and "Left Side View." When applicable, photographs must show the foundation with representative examples of the flood openings or vents, as indicated in Section A8. If submitting more photographs than will fit on this page, use the Continuation Page.

Photo One

Photo One

Photo One Caption

Clear Photo One

Photo Two

Photo Two

Photo Two Caption

Clear Photo Two

ELEVATION CERTIFICATE

BUILDING PHOTOGRAPHS

Continuation Page

OMB No. 1660-0008
Expiration Date: November 30, 2018

IMPORTANT: In these spaces, copy the corresponding information from Section A.	FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.	Policy Number:
City State ZIP Code	Company NAIC Number

If submitting more photographs than will fit on the preceding page, affix the additional photographs below. Identify all photographs with: date taken; "Front View" and "Rear View"; and, if required, "Right Side View" and "Left Side View." When applicable, photographs must show the foundation with representative examples of the flood openings or vents, as indicated in Section A8.

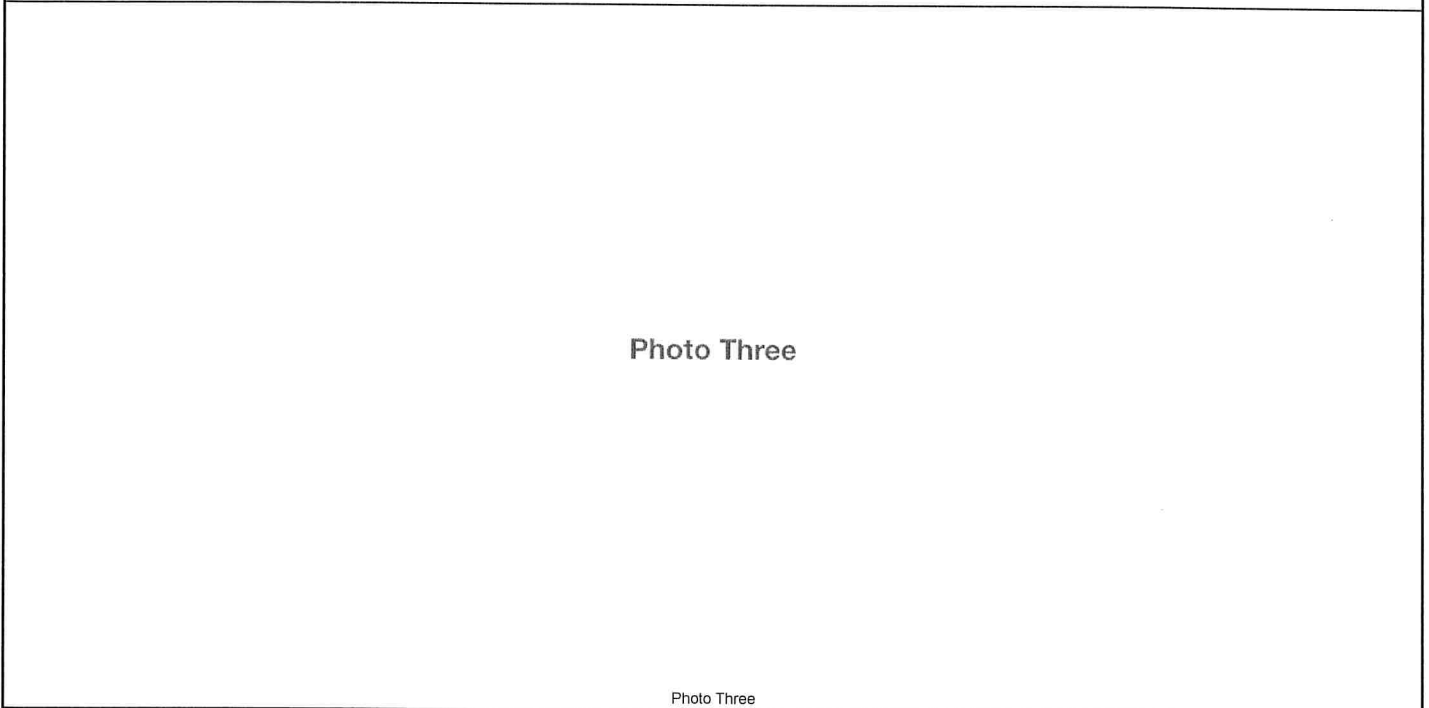


Photo Three Caption Clear Photo Three

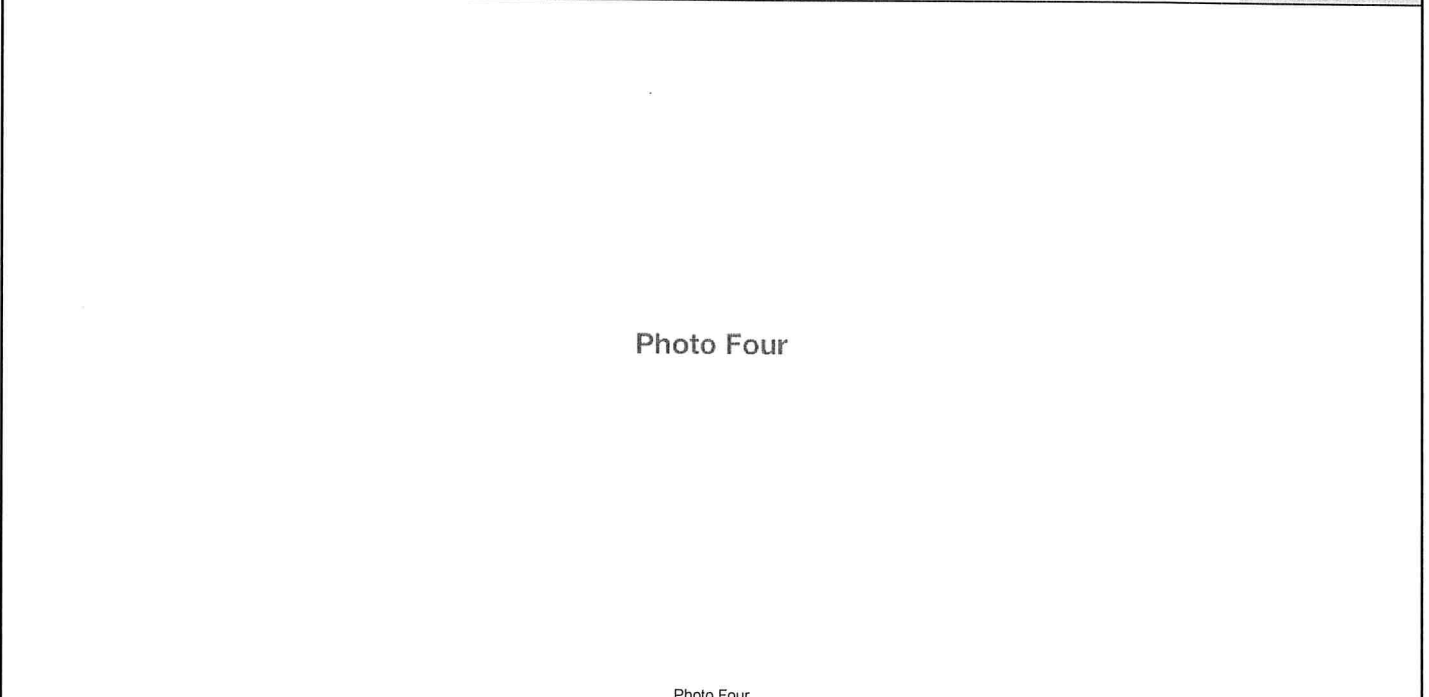
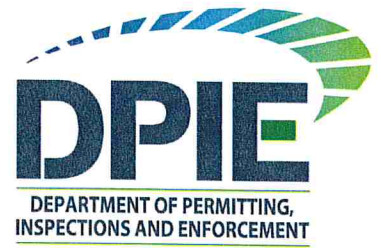


Photo Four Caption Clear Photo Four



**TECHNO-GRAM
004-2020**



ATTACHMENT C-2

**COUNTY ELEVATION CERTIFICATE
(USE FOR COUNTY FLOODPLAIN)**



ELEVATION CERTIFICATE

Note: This elevation certification is to be used for projects impacted by County floodplain. Add building permit and grading permit number to every page.

SECTION A – PROPERTY INFORMATION		
A1. Building Owner's Name		
A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.		
City	State	ZIP Code
A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.)		
A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) _____		
A5. Latitude/Longitude: Lat. _____ Long. _____ Horizontal Datum: <input type="checkbox"/> NAD 1927 <input type="checkbox"/> NAD 1983		
A6 Building Permit Number _____ Grading Permit Number _____		
A7 For a building with a crawlspace or enclosure(s):		
a) Square footage of crawlspace or enclosure(s) _____ sq ft		
b) Number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade _____		
c) Total net area of flood openings in A8.b _____ sq in		
d) Engineered flood openings? <input type="checkbox"/> Yes <input type="checkbox"/> No		
A8 For a building with an attached garage:		
a) Square footage of attached garage _____ sq ft		
b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade _____		
c) Total net area of flood openings in A9.b _____ sq in		
d) Engineered flood openings? <input type="checkbox"/> Yes <input type="checkbox"/> No		
SECTION B – FLOODPLAIN INFORMATION		
B1 Watershed		
B2 Base Flood Elevation		
B3 Additional information		
B4. Source of BFE: <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____		
<div style="display: flex; justify-content: space-around; margin: 0;"> <div style="border: 1px solid red; padding: 2px 10px;">County Watershed</div> <div style="border: 1px solid red; padding: 2px 10px;">Consultant</div> <div style="border: 1px solid red; padding: 2px 10px;">FPS #</div> <div style="border: 1px solid red; padding: 2px 10px;">Other</div> </div>		
B5 Indicate elevation datum used for BFE in Item B3 <input type="checkbox"/> NGVD 1929 <input type="checkbox"/> NAVD 1988 <input type="checkbox"/> Other/Source: _____		
I		

ATTACHMENT C-2

ELEVATION CERTIFICATE

Building permit #
Grading Permit #

IMPORTANT: In these spaces, copy the corresponding information from Section A.			
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.			
City	State	ZIP Code	

SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: Finished Construction

C2. Elevations –
Complete Items C2.a- d below according to the building diagram specified in Item A7.
Benchmark Utilized: _____ Vertical Datum: _____

Indicate elevation datum used for the elevations in items a) through e) below.
 NGVD 1929 NAVD 1988 Other/Source: _____

Datum used for building elevations must be the same as that used for the BFE.

	Instructions
a) Top of bottom floor (including basement, crawlspace, or enclosure floor) _____	<input type="checkbox"/> feet Must be > FPE
b) Attached garage (top of slab) _____	<input type="checkbox"/> feet > FPE
c) Lowest elevation of machinery or equipment servicing the building (Describe type of equipment and location in Comments) _____	<input type="checkbox"/> feet > FPE
d) Lowest adjacent (finished) grade next to building (LAG) _____	<input type="checkbox"/> feet > 100 year floodplain elevation

SECTION D – SURVEYOR CERTIFICATION

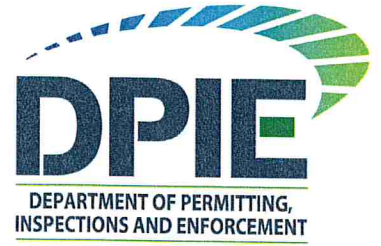
This certification is to be signed and sealed by a land surveyor, authorized by law to certify elevation information
I certify that the information on this Certificate represents my best efforts to interpret the data available.

Were latitude and longitude in Section A provided by a licensed land surveyor? Yes No Check here if attachments.

Certifier's Name	License Number	Place Seal Here
Title		
Company Name		
Address		
City	State ZIP Code	
Signature	Date	Telephone
Copy all pages of this Elevation Certificate and all attachments		
Comments (including type of equipment and location)		
1- Final house location survey 2- Building permit site plan for that lot		



**TECHNO-GRAM
004-2020**



ATTACHMENT D

DECLARATION OF COVENANT - FLOODPLAIN

**DECLARATION OF COVENANT - FLOODPLAIN
PROJECT _____
PERMIT NUMBER(s) _____**

THIS DECLARATION OF COVENANT("COVENANT"), made this _____ day of _____, ____, between PRINCE GEORGE'S COUNTY, MARYLAND, a body Corporate and politic (hereinafter the "COUNTY") and _____(insert land owners name) with its principal address located at _____(insert land owners address)(hereinafter the "OWNER") in accordance with the "Floodplain Ordinance," and particularly Section 32-206 and 32-207 of the County Code. This Covenant applies to the site and all existing and future structures located on _____ (insert lot, block, parcel, record plat reference) Plat Book ____, Plat Page ____, Liber ____ Folio _____, Tax Account Number _____, that is located _____ (insert location, adjacent streets, city and state).

WITNESSETH:

WHEREAS, to provide a unified comprehensive approach to floodplain management Division 4 "Floodplain Ordinance" of the COUNTY Code, the COUNTY is authorized to provide minimum requirements for flood hazard management in the COUNTY;

WHEREAS, the COUNTY is authorized by Section 32-206(a) of the Floodplain Ordinance to grant a waiver to permit development other than as strictly provided in the Floodplain Ordinance;

WHEREAS, at this site the 100-year flood elevation varies in elevation from elevation _____ to _____;

WHEREAS, the OWNER requested a floodplain waiver to construct _____ in the COUNTY'S recognized 100- year floodplain; and

WHEREAS, the OWNER requested a permit to construct a _____, permit number _____.

NOW THEREFORE, in consideration of the approval of a Floodplain Waiver, and in accordance with the requirement in Section 32-206(h), the Owner, its heirs, successors, and/or assigns, agrees to certain requirements and specifications of the COUNTY to meet the requirements under the Floodplain Ordinance, the mutual promises and obligations contained herein, and for other good and valuable consideration, which is hereby acknowledged the parties hereto agree as follows:

PROJECT NAME _____ AND
PERMIT NUMBER _____
PAGE NUMBER _____

ATTACHMENT D

1. **CONVERSION.** The OWNER agrees that no conversion of any portion of the structure below the 100- year floodplain to habitable space shall occur. At this site the 100-year flood elevation varies from _____ to _____.
2. **POTENTIAL FOR HIGHER INSURANCE:** In accordance with Prince George’s County Code Sec.32-206(h), and as a condition of the above referenced floodplain waiver, the Owner hereby covenants that, by and with this document, notice is provided of the floodplain waiver, the potential for higher insurance premium rates, the flood hazard, and any responsibilities of the building and site owner to maintain flood proofing or stream systems and that these covenants are hereby recorded among the Land Records of the County.
3. **STORAGE OF MATERIALS:** In accordance with Prince George's County Code Sec.32-207(a)(5), the Owner, its successors and assigns shall ensure that materials that are buoyant, flammable, explosive, or that in times of flooding could be injurious to human, animal or plant life shall not be stored at an elevation lower than one (1) foot above the level of the 100-year floodplain.
4. **NOTICE OF FLOOD HAZARD RECORDED IN TITLE DOCUMENT:** In accordance with Prince George's County Code Sec.32-207(a)(11), all notice of the flood hazard and the waiver action is hereby stated in this recorded title document of the land and structures thereon, for which this floodplain waiver is granted.
5. **INDEMNIFICATION.** The granting of a permit or approval pursuant to the Floodplain Ordinance and/or this Covenant shall not be a representation, guarantee, or warranty of any kind and shall create no liability upon the COUNTY, its officials or employees. The OWNER shall save harmless the COUNTY from and against all actions, liability, claims, suits, damages, costs or expenses of any kind related to this site and site improvements.
6. **BINDING EFFECT.** The provisions of this Covenant shall be binding on the OWNER and its successors and/or assigns. In the event that the OWNER assigns this Covenant to more than one successor, the COUNTY reserves the right to require a new or amended Covenant for each successor.
7. **MODIFICATION.** No substantial modification to this Covenant as determined by a court of competent jurisdiction, shall be permitted unless reduced to writing and signed by both parties or their successors or assigns.
8. **ENTIRE AGREEMENT.** This instrument contains the entire agreement between the parties and shall not be modified except by written agreement signed by the parties or their successors or assigns.
9. **APPLICABLE LAW AND FORUM.** This Covenant shall be enforced in any court of competent jurisdiction in Prince George's County, Maryland and interpreted in accordance with the laws of the State of Maryland.

PROJECT NAME _____ AND
PERMIT NUMBER _____
PAGE NUMBER _____

10. **WAIVER.** The failure of the COUNTY to enforce any part of this Covenant shall not be deemed a waiver thereof.

11. **RECITALS.** The Recitals are hereby incorporated in this Covenant.

IN WITNESS WHEREOF, the parties hereto have caused this Covenant to be properly executed on the day and year first written above.

WITNESS

OWNER:

(Signature of Owner)

(Signature of Witness)

By: _____
(Insert name of owner of each building and the overall land)

Name: _____

Date: _____

Title: _____

If more than one owner all should execute

STATE OF MARYLAND :

COUNTY OF _____ :

I HEREBY CERTIFY that on this ____ day of _____, before me, the undersigned Notary Public, personally appeared _____, known to me) to be the person whose name is Subscribed to be the above-signed, who acknowledged that he executed the same for the purpose set forth herein.

WITNESS my hand and notarial seal this _____ day of _____.

Notary Public, Maryland (Seal)

My Commission Expires:

PROJECT NAME _____ AND
PERMIT NUMBER _____
PAGE NUMBER _____

WITNESS

REVIEWED AS TO LEGAL FORM
AND SUFFICIENCY

Prince George's County Office of Law

COUNTY:

Prince George's County, Maryland

By: _____
Tara Jackson
Deputy Chief Administrative Officer
for Government Operations

RECOMMENDED APPROVAL:

Reviewed and Recommended for Approval
Melinda Bolling, Director
Department of Permitting, Inspections and
Enforcement

PROJECT NAME _____ AND
PERMIT NUMBER _____
PAGE NUMBER _____

STATE OF MARYLAND :

COUNTY OF _____ :

I HEREBY CERTIFY that on this ____ day of _____, before me, the undersigned Notary Public, personally appeared _____, known to me) to be the person whose name is Subscribed to be the above-signed, who acknowledged that he executed the same for the purpose set forth herein.

WITNESS my hand and notarial seal this _____ day of _____.

Notary Public, Maryland (Seal)

My Commission Expires:

PROJECT NAME _____ AND
PERMIT NUMBER _____
PAGE NUMBER _____