

FLOOD ZONE CLEARANCE REQUIREMENTS

Appointment is required. Please call (213) 485-4820 or email ENG.NFIP@lacity.org to make your appointment.
Make sure to have the permit application PCIS number ready before you make your appointment.

SCOPE OF PROJECT	SUBSTANTIAL IMPROVEMENT	<u>NON-SUBSTANTIAL IMPROVEMENT</u> (for Residential and Non-Residential Buildings)
	<ol style="list-style-type: none"> 1. Submit the Building Permit application, Clearance Summary Worksheet, site, floor, foundation, survey and cross-section/elevation plans electronically in PDF format in person or through the NFIP email at: eng.nfip@lacity.org 2. For Flood Zone AO, provide a topographic survey that shows the natural grade (corner elevations) of the existing & proposed footprint of the structure on the permit. The survey must be stamped, dated and signed by licensed Surveyor or a Civil Engineer who licensed prior to No. 33966. The survey needs to reference (NAVD) 1988 Datum and City's Benchmark I.D. number. 3. Floor and elevation plans shall indicate the Base Flood Elevation (BFE) and minimum Lowest Finished Floor Elevation (LFFE) If the BFE is unknown, it will be determined from the Highest Adjacent Grade (HAG), to the improvement from the provided survey, plus the flood depth. The minimum LFFE will be the BFE plus one foot for freeboard (factor of safety) per City Ordinance No. 186952. 4. Floodproofing is required below the min. LFFE per FEMA TB-2. Concrete and masonry are considered to be floodproofing materials. An Elevation Certificate will be required at the end of construction for all substantial improvement projects prior to the issuance of the Certificate of Occupancy. 5. Plans must also show flood venting for all building enclosures, i.e. crawlspace, foundations, garage, etc. Flood Vents required is based on the ratio of one square inch of venting (net area) per one square foot of first floor area of the addition. The bottom of the vents must be within 12 inches from the adjacent grade. Vents are to be on at least 2 sides of the building enclosures. 6. For building additions, if substantial improvements are also made to the existing structure such as removing a wall, the existing floor must be raised to the new minimum LFFE and flood vents and floodproofing shall also be required. 7. Additional information may be required for Flood Zone A such as documentation or calculations confirming that the new or improved structure will withstand potential flooding including (but not limited to): <ol style="list-style-type: none"> a. Hydraulic and hydrologic calculations b. Federal Emergency Management Agency (FEMA) established calculations for hydrostatic, hydrodynamic and buoyancy forces. c. Written corresponded from any government agency confirming approval of improvement within an agency easement. d. Structural plans and calculations wet-stamped and signed with original signature of a licensed civil or structural engineer. 	<p>If you contend that your improvements are less than 50% of the value of the existing structure, you will need to provide the following documents for verification.</p> <ol style="list-style-type: none"> 1. Recent appraisal of existing structure by a certified appraiser dating from no more than six months prior. The appraisal needs to indicate the Depreciated Cost of Improvement value. Current year County Assessor's tax records may be used in lieu of an appraisal report. 2. Cost estimate from the contractor/engineer/architect: with breakdowns for labor, material, profit and overhead. (Material costs must be further broken down by unit cost and quantity of each type of material). A sample construction estimate will be provided. 3. Affidavits signed and notarized by the owner and contractor/engineer/architect confirming the scope of work in the construction estimate.
Letter of Map Change	LETTER OF MAP AMENDMENT (LOMA)	LETTER OF MAP REVISION (LOMR)
	<p>If you believe that your property does not sit within a floodplain, you may file a LOMA with FEMA to remove your property from the SFHA. Issuance of a LOMA may eliminate flood clearance requirements for building permit applicants and also the flood insurance purchase requirement for a federally backed financing. There is no fee for the application. You may file for a LOMA directly with FEMA through the Map Service Center at https://msc.fema.gov/portal/home or call 1-877-FEMA MAP (1-877-336-2627) for assistance.</p>	<p>If you would like to revise or modify the effective Flood Insurance Rate Map (FIRM) and wish to request a re-drawing of the flood boundary, you must file a LOMR with FEMA or a Letter of Map Revision based on Fill (LOMR-F). The LOMR application shall include, but is not limited to, calculations specified on the MT-1 and MT-2 forms. The City will need to review the application and sign the acknowledgment form. There are fees associated with this application. Please contact the FEMA Map Service Center at https://msc.fema.gov/portal/home or call 1-877-FEMA Map (1- 877-336-2627) for assistance.</p>
<p>An initial Base Fee of \$300.30 will be charged at the time of plan submission for review. Payments can be made on-line. Flood clearance review fees will be charged prior to the sign-off.</p>		