

# CITY OF SAN DIEGO'S FLOODPLAIN MANAGEMENT



## AND COMPLIANCE OVERVIEW

### STATEMENT OF INTENT

To uphold the City's floodplain management responsibilities, we have established a consistent process for the **Intake, Review, Acceptance** and **Recordkeeping** for all regulated activities in Special Flood Hazard Areas. The objective of the Standard Operating Procedures document is to explain the actions needed to meet the regulatory requirements.

### AUTHORITY

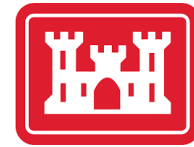
Floodplain management was established through City Resolution 201305, dated November 24, 1970, which regulates development for adequate land use, measures and control with effective enforcement provisions consistent with the criteria set forth by the National Flood Insurance Program Regulations.

### REGULATORY AGENCIES



Federal  
Emergency  
Management

Agency for the National  
Flood Insurance Program  
and the Community  
Rating System



United  
States Army  
Corps of

Engineers for the Public Law  
84-99, Levee Rehabilitation  
Program

### ADMIN EFFORTS

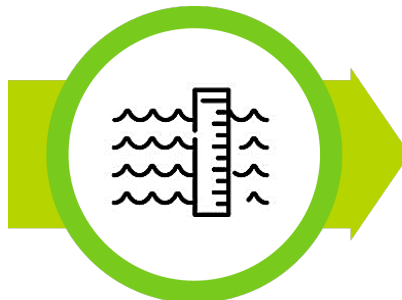
- Intake** → What shall happen when a project is submitted?
- Review** → What standards shall the project meet?
- Acceptance** → What shall be done before acceptance?
- Recordkeeping** → Where shall the regulatory floodplain construction documents be stored for quick retrieval?

### REGULATORY FLOODPLAIN CONSTRUCTION DOCUMENTS



#### Elevation Certificate

An **EC** is required for all Private & Public structures in an SFHA to obtain occupancy.



#### No-Rise Certificate

An **NRC** is required for any project in a floodway to obtain a Notice to Proceed.



#### Coastal V-Zone Certificate

A **CVC** is required for any project in an SFHA coastal area to obtain a Notice to Proceed.



#### (Conditional) Letter of Map Revision

A **CLOMR** is required for any project that impacts the area's flood risk and must be accepted to obtain a Notice to Proceed. A **LOMR**, following a CLOMR, is required to obtain occupancy or grading sign-off.

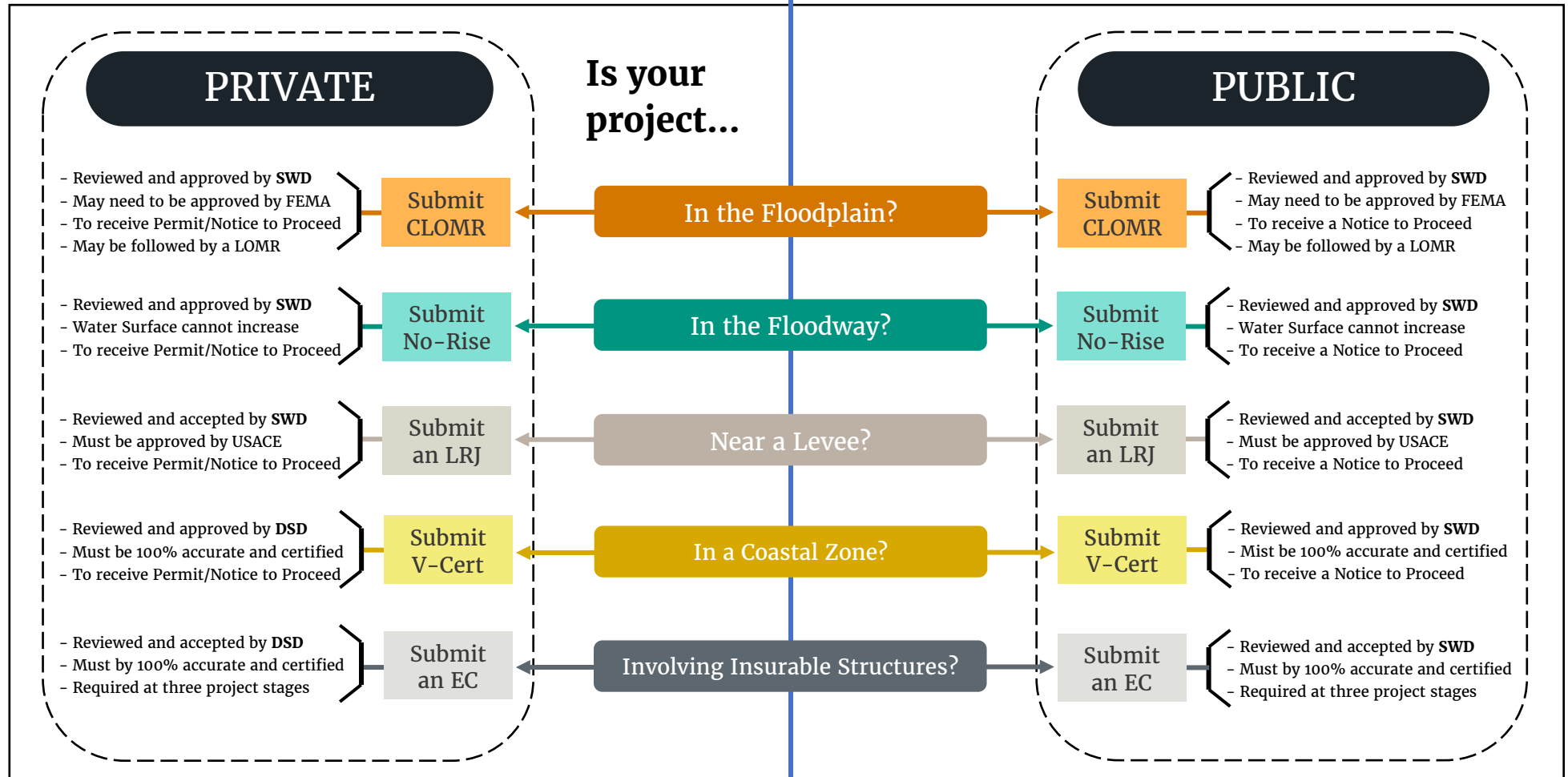


#### Levee Right-of-Way Justification

An **LRJ** is required for all projects that encroach on a levee and an approved LRJ is required to obtain a Notice to Proceed.

**Note:** All projects will submit at least one or all the floodplain construction documents if in a Special Flood Hazard Area (SFHA).

# Submitting a Project in the SFHA



DSD processing timeline:

[www.sandiego.gov/development-services/permits/timeline](http://www.sandiego.gov/development-services/permits/timeline)

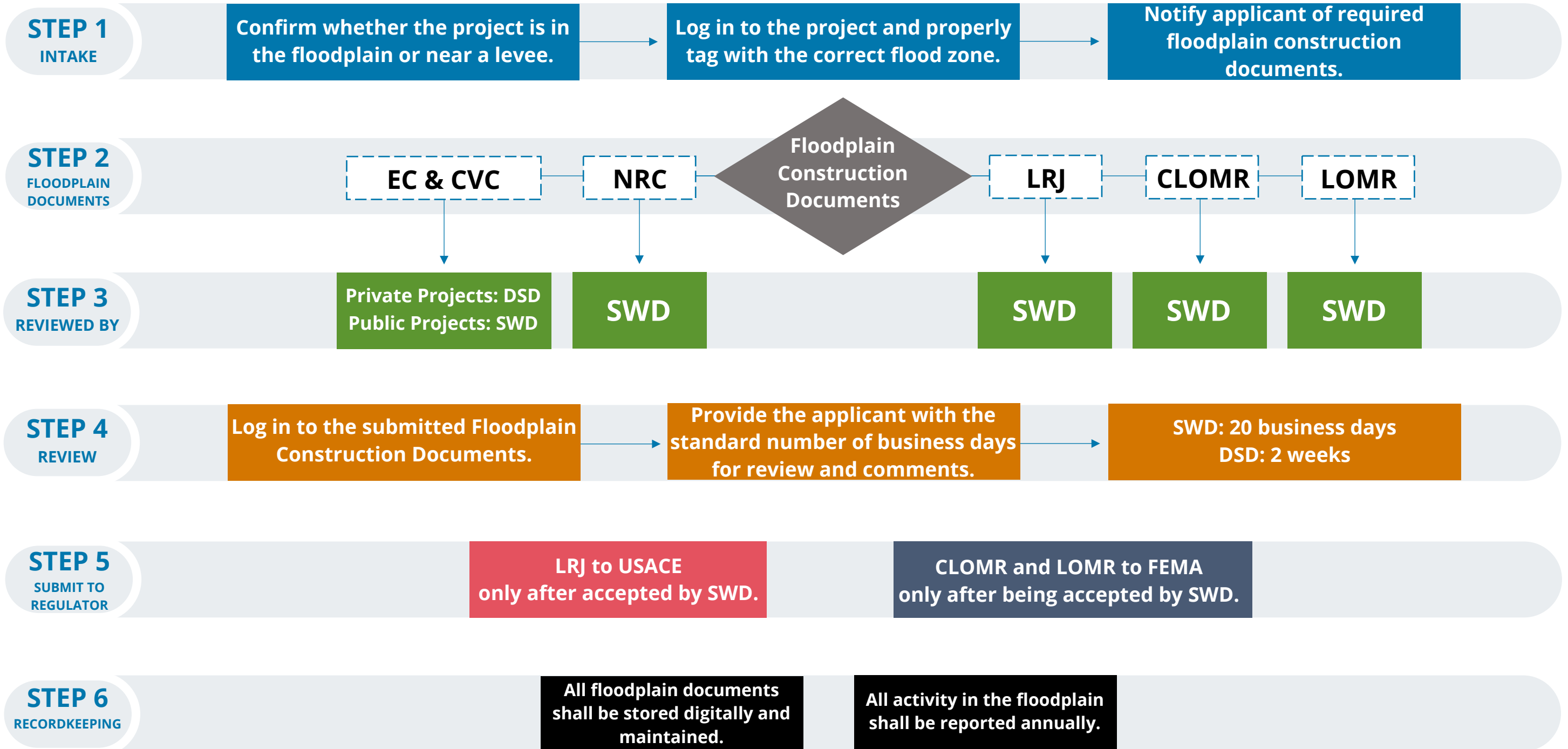
FLOODPLAIN CONSTRUCTION DOCUMENTS

Each SWD submittal requires a 20business day review period



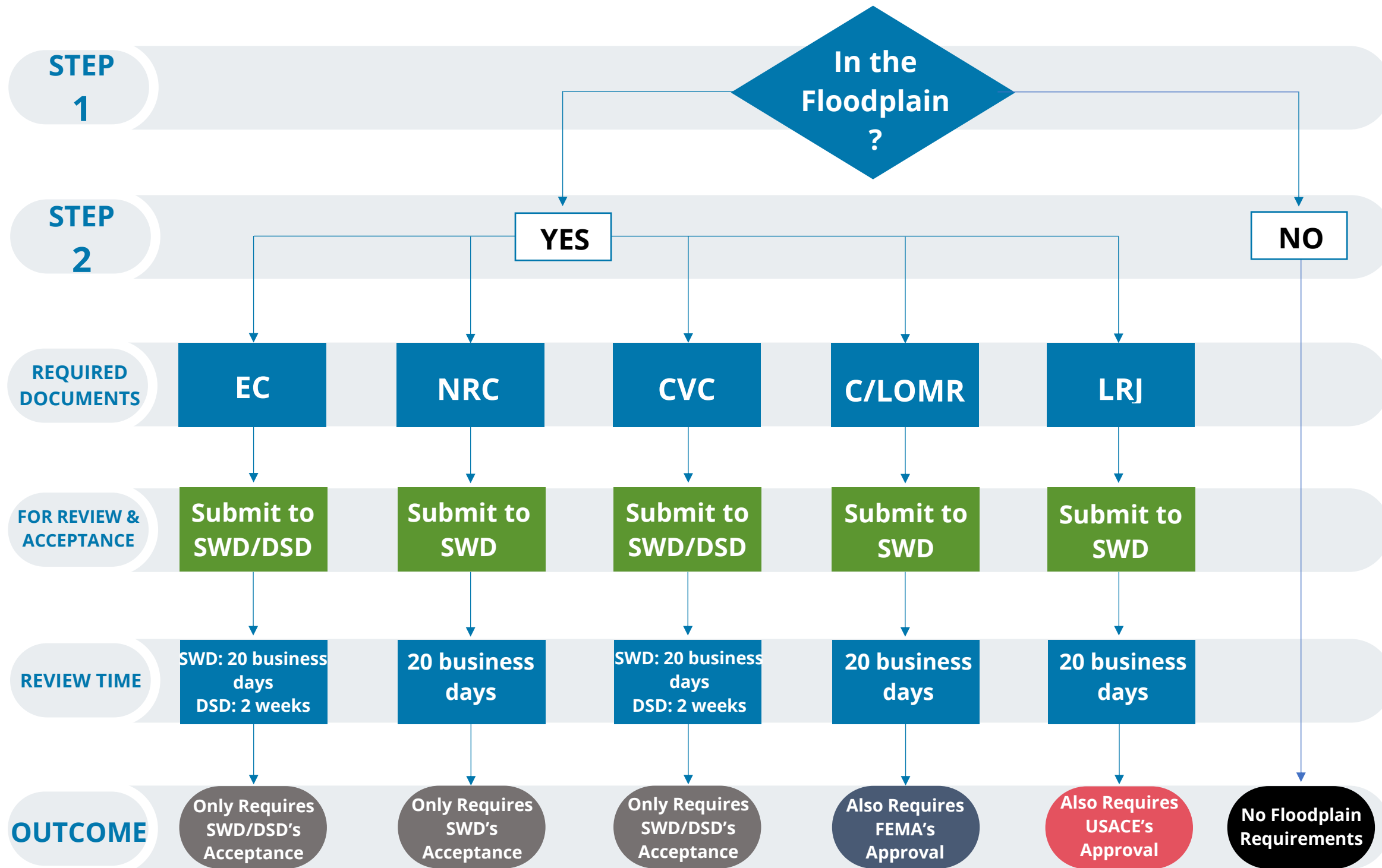
# Floodplain Administrative Responsibilities

## For All Projects in the Floodplain





# Floodplain Construction Documents Overall Process @ A Glance



## KEY

EC → An **Elevation Certificate** is required for all new or substantially improved insurable structures in the floodplain.

NRC → A **No-Rise Certificate** is required if any portion of a new or substantial improvement is in the floodway.

CVC → A **Coastal V-Zone Certificate** is required for all new and substantially improved projects along a shoreline or in a Coastal Zone.

C/LOMR → A **Conditional Letter of Map Revision** is required for all new or substantially improved floodplain projects that impact the flood risk. A **Letter of Map Revision** is required to officially reflect the flood risk change on the FEMA Flood Insurance Rate Maps.

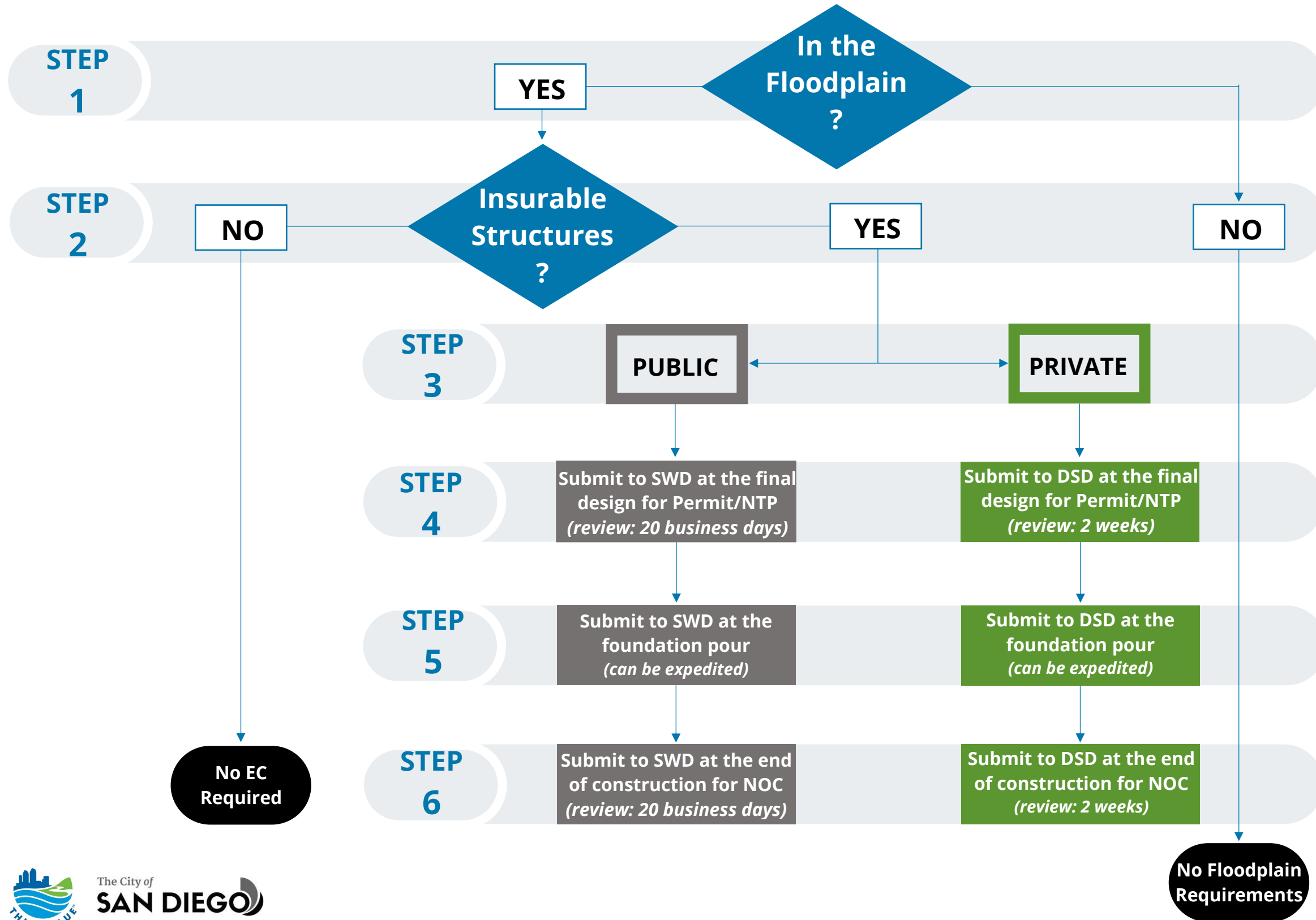
LRJ → **Levee Right-of-Way Justification** is required for all projects that encroach on the levee right-of-way.

SWD → **Stormwater Dept.**

DSD → **Development Services Dept.**



# Floodplain Construction Documents Elevation Certificate



## KEY

EC → An **Elevation Certificate** must be certified and it shows that a building is properly elevated in a Special Flood Hazard Area (SFHA). This is required for all new or substantially improved insurable structures.

The latest form is dated 2019 and can be found here:

<https://www.fema.gov/glossary/elevation-certificate>

ECs are only reviewed by the local community (SWD or DSD) and not submitted to FEMA.

NOC → **Notice of Completion**

NTP → **Notice to Proceed**

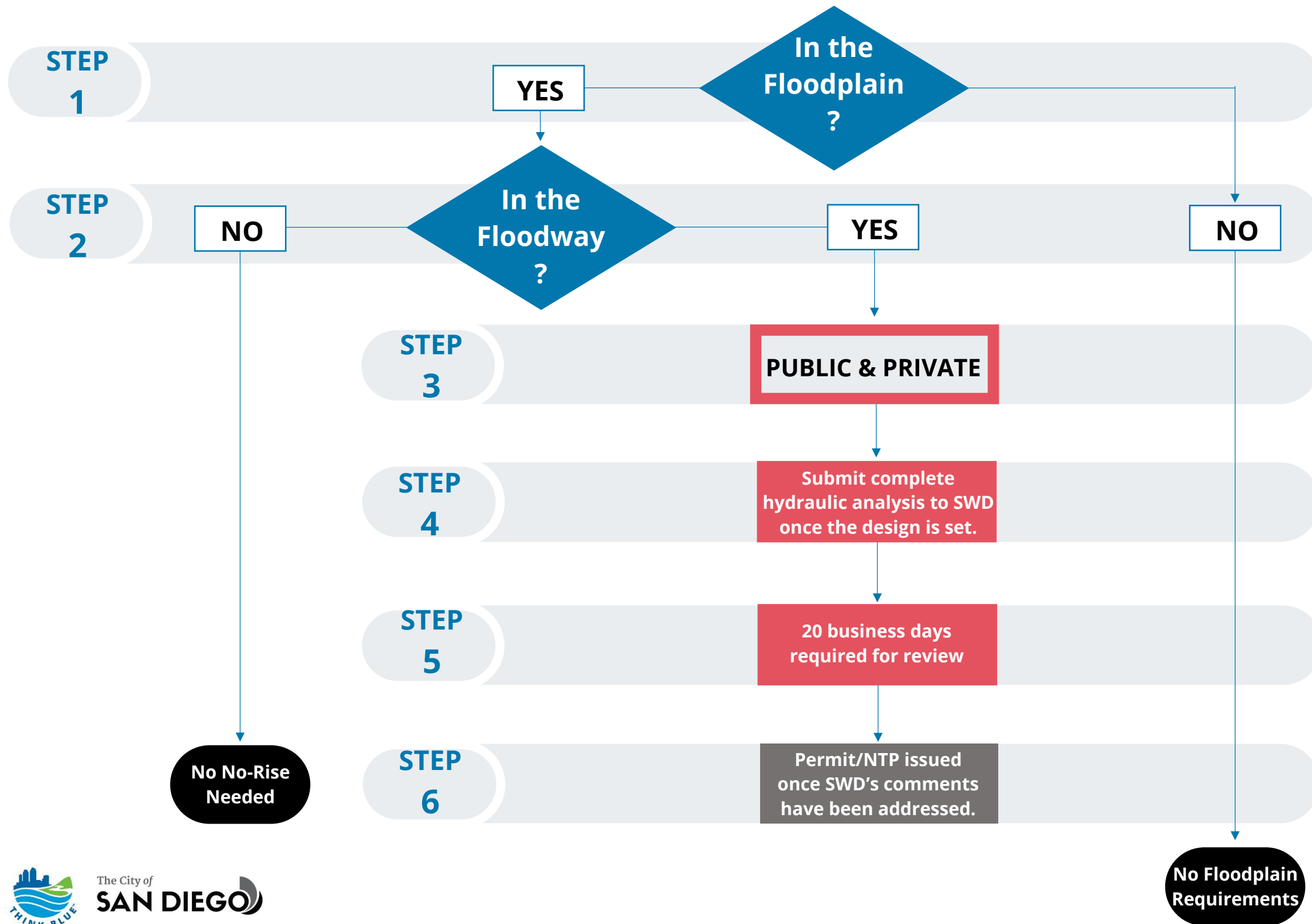
SWD → **Stormwater Department**

DSD → **Development Services Department**



# Floodplain Construction Documents

## No-Rise Certificate



### KEY

NRC → A **No-Rise Certificate** is required for all projects (*public or private*) when the improvement or encroachment is within a floodway.

The improvement/encroachment shall not increase the floodway in any way (limits or water surface elevation) and it shall not adversely impact the flood risk hazard.

NRCs are only reviewed by the local community (*SWD*) and are not submitted to FEMA.

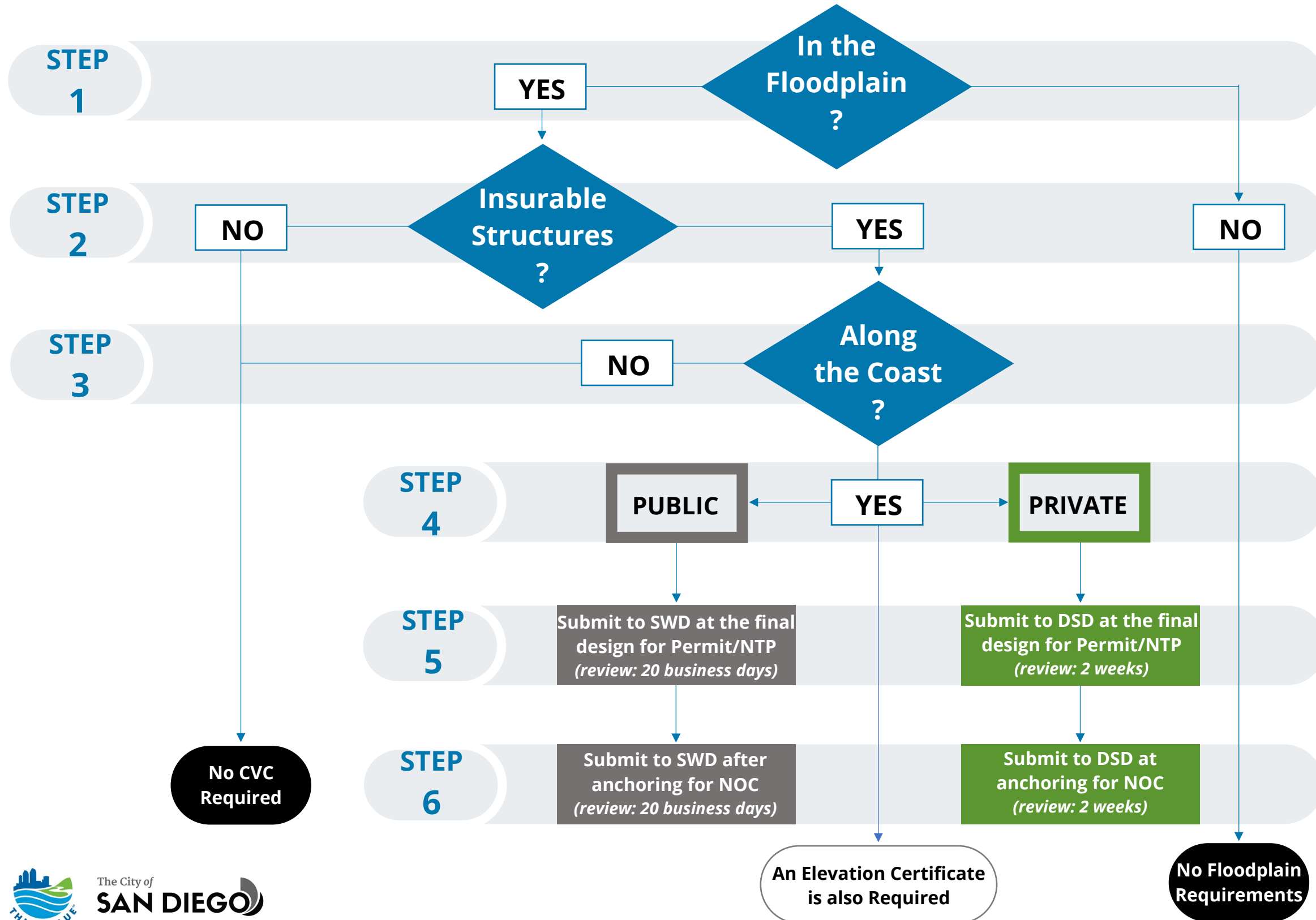
NTP → **Notice to Proceed**

SWD → **Stormwater Department**



# Floodplain Construction Documents

## Coastal V-Zone Certificate



### KEY

CVC → A **Coastal V-Zone Certificate** is required in coastal communities for all new and substantial improvements to ensure all buildings built in V-Zones are anchored to resist wind and water loads acting simultaneously. An Elevation Certificate is also required.

V-Zones → Areas along the coast that may see storm-induced waves higher than three feet and flooding.

CVCs are only reviewed by the location community (SWD or DSD) and not submitted to FEMA.

NOC → **Notice of Completion**

NTP → **Notice to Proceed**

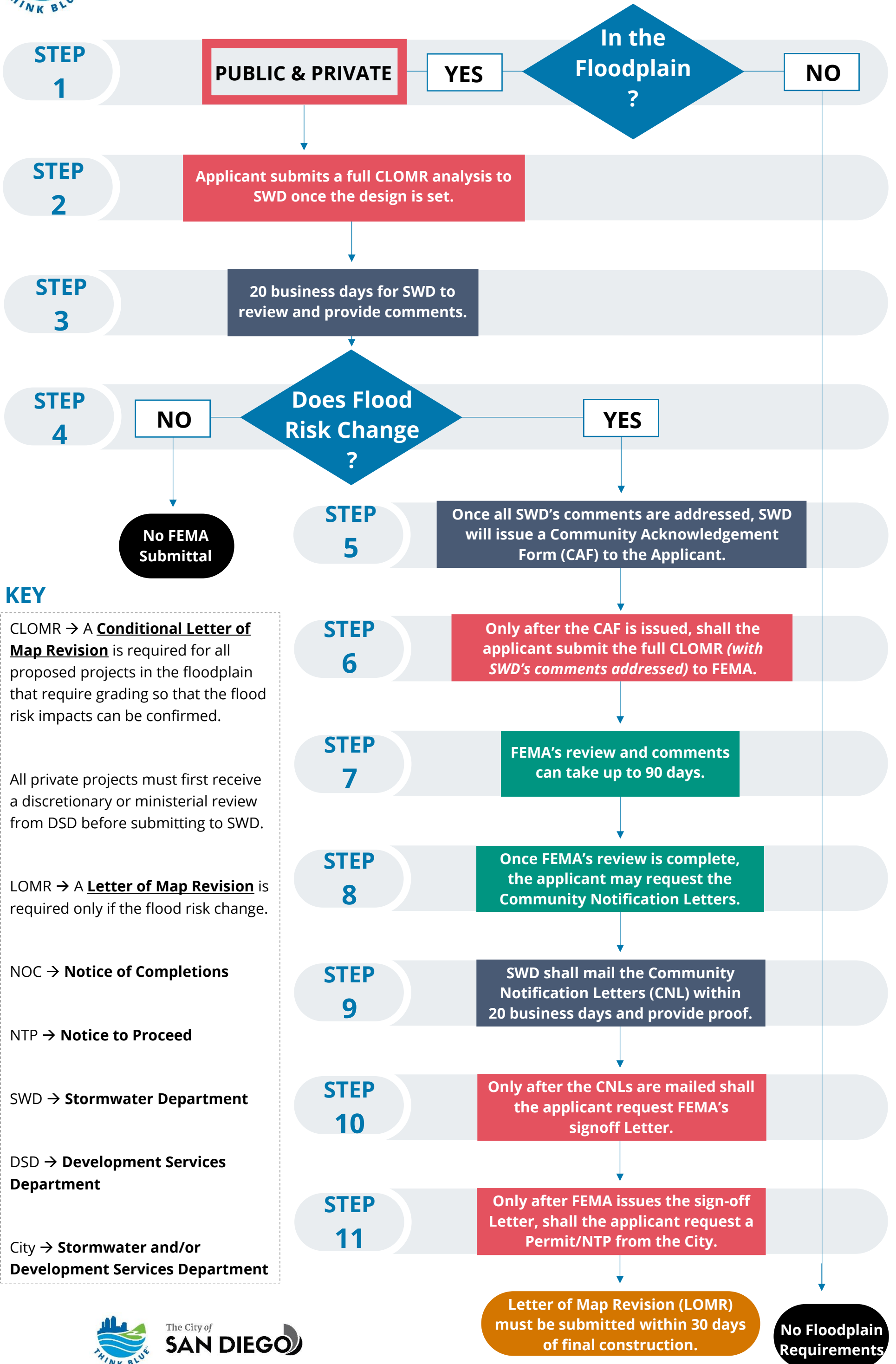
SWD → **Stormwater Department**

DSD → **Development Services Department**

# Floodplain Construction Documents



## Conditional Letter of Map Revision (CLOMR)



### KEY

CLOMR → A **Conditional Letter of Map Revision** is required for all proposed projects in the floodplain that require grading so that the flood risk impacts can be confirmed.

All private projects must first receive a discretionary or ministerial review from DSD before submitting to SWD.

LOMR → A **Letter of Map Revision** is required only if the flood risk change.

NOC → **Notice of Completions**

NTP → **Notice to Proceed**

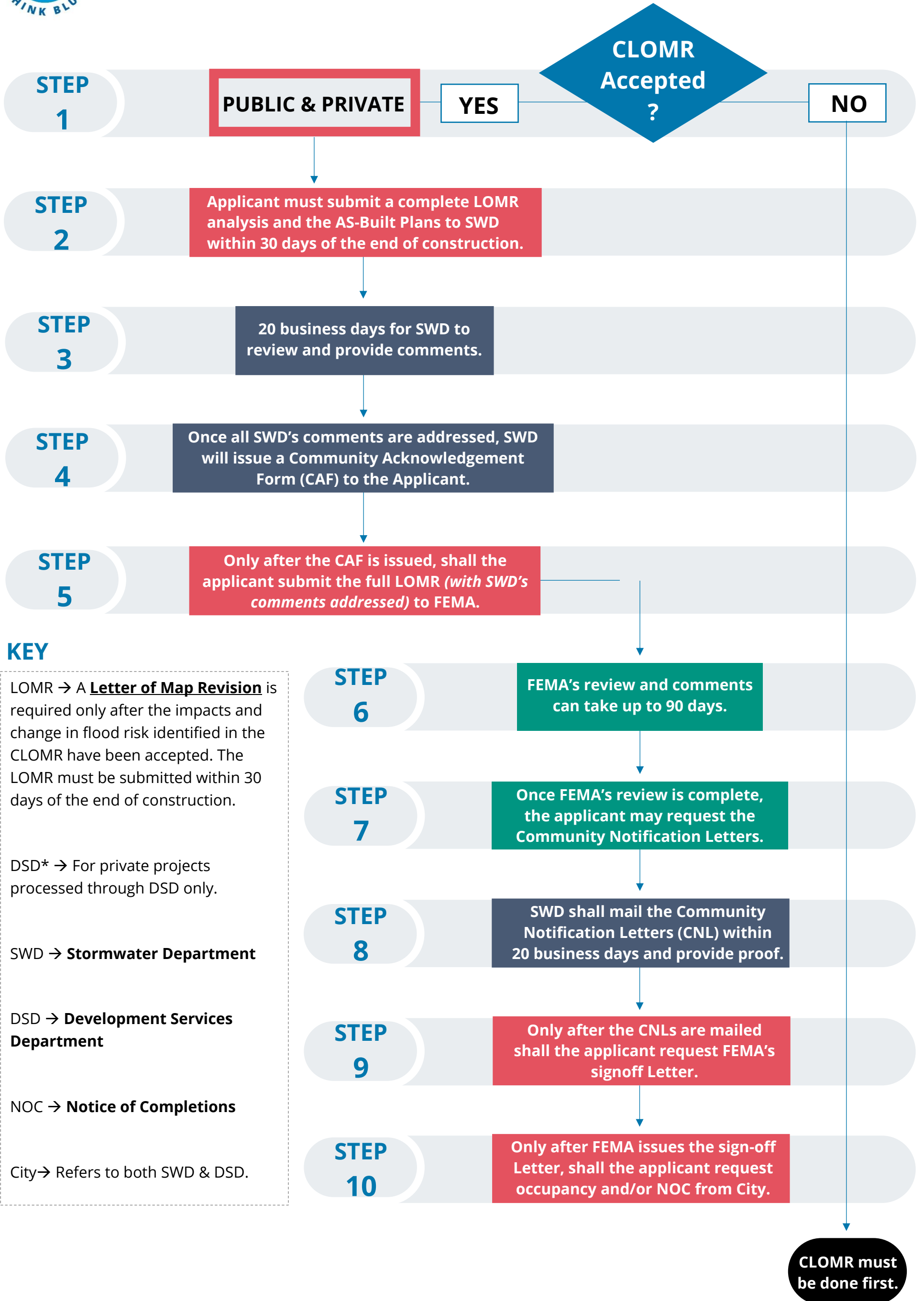
SWD → **Stormwater Department**

DSD → **Development Services Department**

City → **Stormwater and/or Development Services Department**



# Floodplain Construction Documents Letter of Map Revision (LOMR)



## KEY

LOMR → A **Letter of Map Revision** is required only after the impacts and change in flood risk identified in the CLOMR have been accepted. The LOMR must be submitted within 30 days of the end of construction.

DSD\* → For private projects processed through DSD only.

SWD → **Stormwater Department**

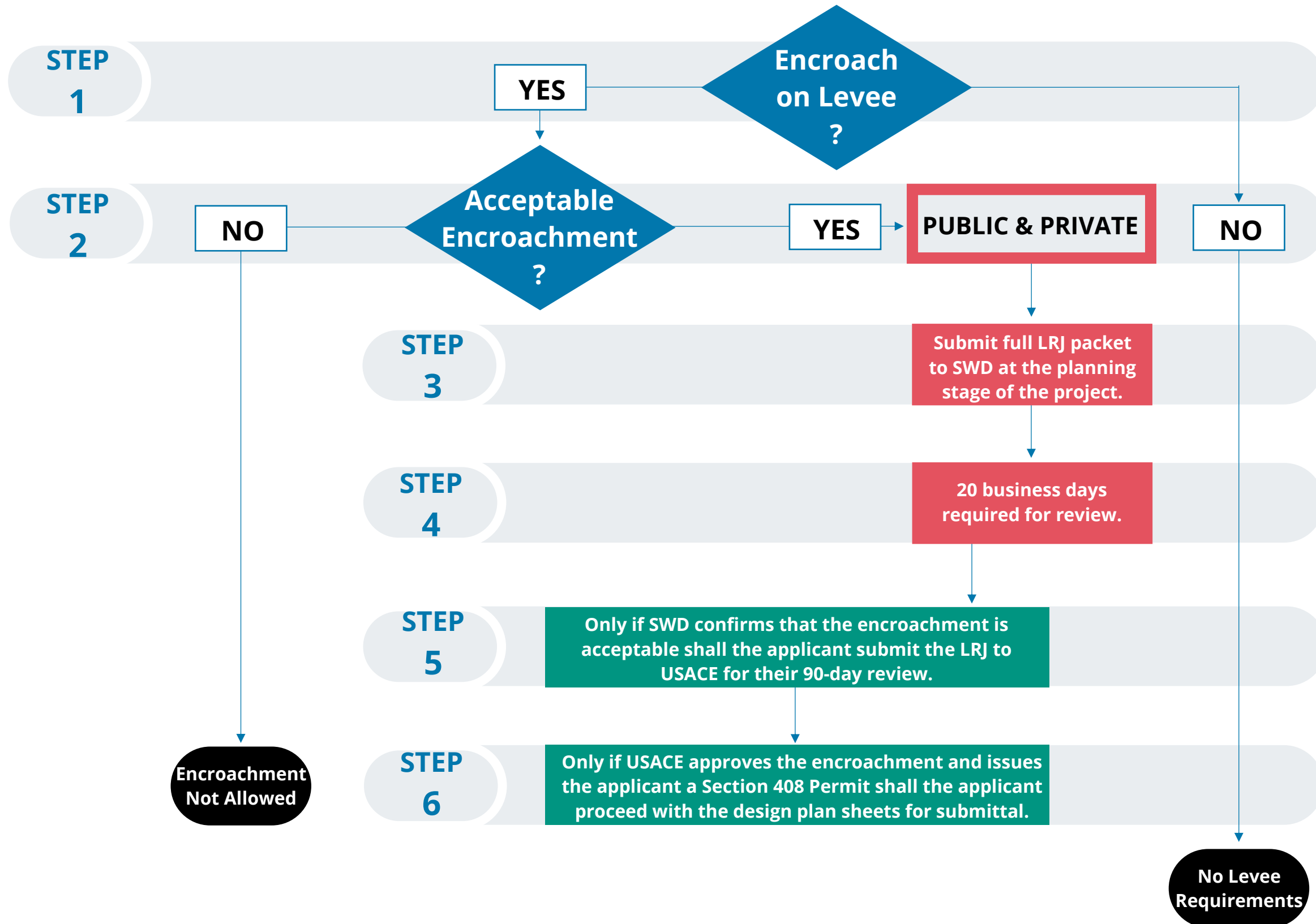
DSD → **Development Services Department**

NOC → **Notice of Completions**

City → Refers to both SWD & DSD.



# Floodplain Construction Documents Levee Right-of-Way Justification



## KEY

LRJ → **Levee Right-of-Way Justification** is required for all projects that encroach on the levee right-of-way. This process shall be done at the planning stage to ensure the encroachment is acceptable before the full design is completed.

LRJs must be accepted by SWD prior to submitting to USACE.

USACE must approve and issue a Section 408 Permit for the design plans to be approved.

SWD → **Stormwater Department**

USACE → **United State Army Corps of Engineers**

Acceptable Encroachment: See the LRJ section in the City of San Diego Floodplain Management SOP found through the link below:

<https://www.sandiego.gov/floodplain>