



# Federal Emergency Management Agency

Washington, D.C. 20472

March 19, 2015

CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

IN REPLY REFER TO:  
APPEAL START

The Honorable Frederick Rast, III  
Mayor, Borough of Atlantic Highlands  
Borough Hall  
100 First Avenue  
Atlantic Highlands, New Jersey 07716

Community: Borough of Atlantic Highlands,  
Monmouth County,  
New Jersey  
Community No.: 340286

Dear Mayor Rast:

On January 31, 2014, and January 30, 2015, respectively, the Department of Homeland Security's Federal Emergency Management Agency (FEMA) provided your community with Preliminary and Revised Preliminary copies of the revised Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report for Monmouth County, New Jersey (All Jurisdictions). FEMA has posted digital copies of these revised FIRM and FIS report materials to the following

Website: <http://www.fema.gov/preliminaryfloodhazarddata>. The Preliminary and Revised Preliminary FIRM and FIS report include proposed flood hazard information for certain locations in the Borough of Atlantic Highlands. The proposed flood hazard information may include addition or modification of Special Flood Hazard Areas, the areas that would be inundated by the base (1-percent-annual-chance) flood; base flood elevations or depths; zone designations; or regulatory floodways.

We have published a notice of the proposed flood hazard determinations in the *Federal Register* and will publish a public notification concerning the appeal process (explained below) in the *Asbury Park Press* on or about March 26, 2015, and April 2, 2015, and in the *Two Rivers Times* on or about March 27, 2015, and April 3, 2015. We will also publish a separate notice of the flood hazard determinations on the "Flood Hazard Determinations on the Web" portion of the FEMA Website ([www.fema.gov/plan/prevent/fhm/bfe](http://www.fema.gov/plan/prevent/fhm/bfe)). We have enclosed copies of the notice published in the *Federal Register* and the newspaper notice for your information.

These proposed flood hazard determinations, if finalized, will become the basis for the floodplain management measures that your community must adopt or show evidence of having in effect to qualify or remain qualified for participation in the National Flood Insurance Program (NFIP). However, before any new or modified flood hazard information is effective for floodplain management purposes, FEMA will provide community officials and citizens an opportunity to appeal the proposed flood hazard information presented on the preliminary revised FIRM and FIS report posted to the above-referenced Website.

Section 110 of the Flood Disaster Protection Act of 1973 (Public Law 93-234) is intended to ensure an equitable balancing of all interests involved in the setting of flood hazard determinations. The legislation provides for an explicit process of notification and appeals for your community and for private persons prior to this office making the flood hazard determinations final. The appeal procedure is outlined below for your information and in the enclosed document titled *Criteria for Appeals of Flood Insurance Rate Maps*.

During the 90-day appeal period following publications of the public notification in the above-named newspapers, any owner or lessee of real property in your community who believes his or her property

rights will be adversely affected by the proposed flood hazard determinations may appeal to you, or to an agency that you publicly designate. Please note, the 90-day appeal period for your community will start on April 3, 2015, the last date of public notification. It is important to note, however, that the sole basis for such appeals is the possession of knowledge or information indicating that the proposed flood hazard determinations are scientifically or technically incorrect. The appeal data must be submitted to FEMA during the 90-day appeal period. Only appeals of the proposed flood hazard determinations supported by scientific or technical data can be considered before FEMA makes its final flood hazard determination at the end of the 90-day appeal period. Note that the 90-day appeal period is statutory and cannot be extended. However, FEMA also will consider comments and inquiries regarding data other than the proposed flood hazard determinations (e.g., incorrect street names, typographical errors, omissions) that are submitted during the appeal period, and will incorporate any appropriate changes to the revised FIRM and FIS report before they become effective.

If your community cannot submit scientific or technical data before the end of the 90-day appeal period, you may nevertheless submit data at any time. If warranted, FEMA will revise the FIRM and FIS report after the effective date. This means that the revised FIRM would be issued with the flood hazard information presently indicated, and flood insurance purchase requirements would be enforced accordingly, until such time as a revision could be made.

Any interested party who wishes to appeal should present the data that tend to negate or contradict our findings to you, or to an agency that you publicly delegate, in such form as you may specify. We ask that you review and consolidate any appeal data you may receive and issue a written opinion stating whether the evidence provided is sufficient to justify an official appeal by your community in its own name or on behalf of the interested parties. Whether or not your community decides to appeal, you must send copies of individual appeals and supporting data, if any, to Mr. Paul Weberg, P.E., FEMA Region II, at the Jacob K. Javits Federal Office Building, 26 Federal Plaza, Room 1351, New York, New York 10278.

As an alternative to mailing appeal and comment packages to the address indicated above, community officials and other interested parties may instead use the FEMA Region II Preliminary Flood Map Feedback Tool which allows for the submittal of appeals and comments and supporting data online. The role and responsibility of the community official(s) to review and concur on appeals will be supported through a functionality of the tool that will also allow officials to easily track the status of all appeal and comment submittals for their communities. The tool will be made available prior to the start of the appeal period through FEMA Region II's Coastal Outreach website at [www.region2coastal.com/appeal](http://www.region2coastal.com/appeal). Additional information about the Preliminary Flood Map Feedback Tool, including information about upcoming training webinars for community officials, is available in the enclosed fact sheet.

If we do not receive an appeal or other formal comment from your community in its own name within 90 days of the last date of public notification, we will consolidate and review on their own merits such appeal data and comments from individuals that you may forward to us, and we will make such modifications to the proposed flood hazard information presented on the revised FIRM and in the revised FIS report as may be appropriate. We will send our final decision in writing to you, and we will send copies to the community floodplain administrator, each individual appellant, and the State NFIP Coordinator.

All appeal submittals will be resolved by consultation with officials of the local government involved, by an administrative hearing, or by submission of the conflicting data to an independent scientific body or appropriate Federal agency for advice. Use of a Scientific Resolution Panel (SRP) is also available to your community in support of the appeal resolution process when conflicting scientific or technical data are submitted during the appeal period. SRPs are independent panels of experts in hydrology, hydraulics, and other pertinent sciences established to review conflicting scientific and technical data and provide recommendations for resolution. An SRP is an option after FEMA and community officials have been

engaged in a collaborative consultation process for at least 60 days without a mutually acceptable resolution of an appeal. Please refer to the enclosed "Scientific Resolution Panels" fact sheet for additional information on this resource available to your community.

FEMA will make the reports and other information used in making the final determination available for public inspection. Until the conflict of data is resolved and the revised FIRM becomes effective, flood insurance available within your community will continue to be available under the effective NFIP map, and no person shall be denied the right to purchase the applicable level of insurance at chargeable rates.

The decision by your community to appeal, or a copy of its decision not to appeal, should be filed with this office no later than 90 days following the last publication of the flood hazard determination notice. Your community may find it appropriate to call further attention to the proposed flood hazard determinations and to the appeal procedure by using a press release or other public notice.

If warranted by substantive changes, during the appeal period we will send you Revised Preliminary copies of the revised FIRM and FIS report. At the end of the 90-day appeal period and following the resolution of any appeals and comments, we will send you a Letter of Final Determination, which will finalize the flood hazard information presented on the revised FIRM and FIS report and will establish an effective date.

If you have any questions regarding the proposed flood hazard determinations, FIRM panels, or FIS report for your community, please call our FEMA Map Information eXchange (FMIX), toll free, at 1-877-FEMA MAP (1-877-336-2627) or e-mail the FMIX staff at [FEMAMapSpecialist@riskmapcds.com](mailto:FEMAMapSpecialist@riskmapcds.com).

Sincerely,



Luis Rodriguez, P.E., Chief  
Engineering Management Branch  
Federal Insurance and Mitigation Administration

List of Enclosures:

Newspaper Notice  
Proposed Flood Hazard Determinations *Federal Register* Notice  
Criteria for Appeals of Flood Insurance Rate Maps  
"Scientific Resolution Panels" Fact Sheet  
Region II Preliminary Flood Map Feedback Tool Fact Sheet

cc: Community Map Repository  
Mr. Joseph Kachinsky, Construction Official, Borough of Atlantic Highlands

Dated: March 9, 2015.

**Tracey Denning,**

*Agency Clearance Officer, U.S. Customs and Border Protection.*

[FR Doc. 2015-05758 Filed 3-13-15; 8:45 am]

BILLING CODE 9111-14-P

**DEPARTMENT OF HOMELAND SECURITY**

**Federal Emergency Management Agency**

[Docket ID FEMA-2015-0001; Internal Agency Docket No. FEMA-B-1471]

**Proposed Flood Hazard Determinations**

**AGENCY:** Federal Emergency Management Agency, DHS.

**ACTION:** Notice.

**SUMMARY:** Comments are requested on proposed flood hazard determinations, which may include additions or modifications of any Base Flood Elevation (BFE), base flood depth, Special Flood Hazard Area (SFHA) boundary or zone designation, or regulatory floodway on the Flood Insurance Rate Maps (FIRMs), and where applicable, in the supporting Flood Insurance Study (FIS) reports for the communities listed in the table below. The purpose of this notice is to seek general information and comment regarding the preliminary FIRM, and where applicable, the FIS report that the Federal Emergency Management Agency (FEMA) has provided to the affected communities. The FIRM and FIS report are the basis of the floodplain management measures that the community is required either to adopt or to show evidence of having in effect in order to qualify or remain qualified for participation in the National Flood Insurance Program (NFIP). In addition, the FIRM and FIS report, once effective, will be used by insurance agents and others to calculate appropriate flood insurance premium rates for new buildings and the contents of those buildings.

**DATES:** Comments are to be submitted on or before June 15, 2015.

**ADDRESSES:** The Preliminary FIRM, and where applicable, the FIS report for each community are available for inspection at both the online location and the respective Community Map Repository address listed in the tables below. Additionally, the current effective FIRM and FIS report for each community are accessible online through the FEMA Map Service Center at [www.msc.fema.gov](http://www.msc.fema.gov) for comparison.

You may submit comments, identified by Docket No. FEMA-B-1471, to Luis Rodriguez, Chief, Engineering Management Branch, Federal Insurance and Mitigation Administration, FEMA, 500 C Street SW., Washington, DC 20472, (202) 646-4064, or (email) [Luis.Rodriguez3@fema.dhs.gov](mailto:Luis.Rodriguez3@fema.dhs.gov). **FOR FURTHER INFORMATION CONTACT:** Luis Rodriguez, Chief, Engineering Management Branch, Federal Insurance and Mitigation Administration, FEMA, 500 C Street SW., Washington, DC 20472, (202) 646-4064, or (email) [Luis.Rodriguez3@fema.dhs.gov](mailto:Luis.Rodriguez3@fema.dhs.gov); or visit the FEMA Map Information eXchange (FMIX) online at [www.floodmaps.fema.gov/fhm/fmx\\_main.html](http://www.floodmaps.fema.gov/fhm/fmx_main.html).

**SUPPLEMENTARY INFORMATION:** FEMA proposes to make flood hazard determinations for each community listed below, in accordance with section 110 of the Flood Disaster Protection Act of 1973, 42 U.S.C. 4104, and 44 CFR 67.4(a).

These proposed flood hazard determinations, together with the floodplain management criteria required by 44 CFR 60.3, are the minimum that are required. They should not be construed to mean that 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 of its own or pursuant to policies established by other Federal, State, or regional entities. These flood hazard determinations are used to meet the floodplain management requirements of the NFIP

and also are used to calculate the appropriate flood insurance premium rates for new buildings built after the FIRM and FIS report become effective.

The communities affected by the flood hazard determinations are provided in the tables below. Any request for reconsideration of the revised flood hazard information shown on the Preliminary FIRM and FIS report that satisfies the data requirements outlined in 44 CFR 67.6(b) is considered an appeal. Comments unrelated to the flood hazard determinations also will be considered before the FIRM and FIS report become effective.

Use of a Scientific Resolution Panel (SRP) is available to communities in support of the appeal resolution process. SRPs are independent panels of experts in hydrology, hydraulics, and other pertinent sciences established to review conflicting scientific and technical data and provide recommendations for resolution. Use of the SRP only may be exercised after FEMA and local communities have been engaged in a collaborative consultation process for at least 60 days without a mutually acceptable resolution of an appeal. Additional information regarding the SRP process can be found online at [http://floodsrp.org/pdfs/srp\\_fact\\_sheet.pdf](http://floodsrp.org/pdfs/srp_fact_sheet.pdf).

The watersheds and/or communities affected are listed in the tables below. The Preliminary FIRM, and where applicable, FIS report for each community are available for inspection at both the online location and the respective Community Map Repository address listed in the tables. Additionally, the current effective FIRM and FIS report for each community are accessible online through the FEMA Map Service Center at [www.msc.fema.gov](http://www.msc.fema.gov) for comparison.

(Catalog of Federal Domestic Assistance No. 97.022, "Flood Insurance.")

Dated: February 23, 2015.

**Roy E. Wright,**

*Deputy Associate Administrator for Mitigation, Department of Homeland Security, Federal Emergency Management Agency.*

Community	Community map repository address
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**Atlantic County, New Jersey (All Jurisdictions)**

Maps Available for Inspection Online at: <http://www.fema.gov/preliminaryfloodhazarddata>

Borough of Buena .....	Buena Borough Construction and Permits Office, 616 Central Avenue, Minotola, NJ 08341.
Borough of Folsom .....	Borough Hall, 1700 12th Street, Folsom, NJ 08037.
Borough of Longport .....	Borough Hall, 2305 Atlantic Avenue, Longport, NJ 08403.
City of Absecon .....	City Hall, 500 Mill Road, Absecon, NJ 08201.
City of Atlantic City .....	City Hall, 1301 Bacharach Boulevard, Atlantic City, NJ 08401.
City of Brigantine .....	City Hall, 1417 West Brigantine Avenue, Brigantine, NJ 08203.

Community	Community map repository address
City of Corbin City .....	City Hall, 316 Route 50, Corbin City, NJ 08270.
City of Egg Harbor City .....	City Hall, 500 London Avenue, Egg Harbor City, NJ 08215.
City of Estell Manor .....	City Hall, 148 Cumberland Avenue, Estell Manor, NJ 08319.
City of Linwood .....	Construction Office, 400 Poplar Avenue, Linwood, NJ 08221.
City of Margate City .....	Construction Office, 9001 Winchester Avenue, Margate City, NJ 08402.
City of Northfield .....	City Hall, 1600 Shore Road, Northfield, NJ 08225.
City of Pleasantville .....	City Hall, 18 North First Street, Pleasantville, NJ 08232.
City of Port Republic .....	City Hall, 143 Main Street, Port Republic, NJ 08241.
City of Somers Point .....	Construction Office, 741 Shore Road, Somers Point, NJ 08244.
City of Ventnor City .....	Ventnor City Clerk's Office, 6201 Atlantic Avenue, Ventnor, NJ 08406.
Town of Hammonton .....	Engineer's Office, 850 South White Horse Pike, Hammonton, NJ 08037.
Township of Buena Vista .....	Buena Vista Township Hall, 890 Harding Highway, Buena, NJ 08310.
Township of Egg Harbor .....	Municipal Building, 3515 Bargaintown Road, Egg Harbor Township, NJ 08234.
Township of Galloway .....	Construction Office, 300 East Jimmie Leeds Road, Galloway, NJ 08205.
Township of Hamilton .....	Hamilton Township Zoning Office, 6101 Thirteenth Street, Mays Landing, NJ 08330.
Township of Mullica .....	Mullica Township Hall, 4528 White Horse Pike, Elwood, NJ 08217.
Township of Weymouth .....	Weymouth Township Municipal Building, 45 South Jersey Avenue, Dorothy, NJ 08317.

#### Burlington County, New Jersey (All Jurisdictions)

Maps Available for Inspection Online at: <http://www.fema.gov/preliminaryfloodhazarddata>

Township of Bass River .....	Bass River Township Municipal Building, 3 North Maple Avenue, New Gretna, NJ 08087.
Township of Washington .....	Washington Township Municipal Building, 2436 County Route 563, Egg Harbor, NJ 08215.

#### Cape May County, New Jersey (All Jurisdictions)

Maps Available for Inspection Online at: <http://www.fema.gov/preliminaryfloodhazarddata>

Borough of Avalon .....	Construction Office, 3100 Dune Drive, Avalon, NJ 08202.
Borough of Cape May Point .....	Clerk's Office, 215 Lighthouse Avenue, Cape May Point, NJ 08212.
Borough of Stone Harbor .....	Construction Office, 9508 Second Avenue, Stone Harbor, NJ 08247.
Borough of West Cape May .....	Borough Hall, 732 Broadway, West Cape May, NJ 08204.
Borough of West Wildwood .....	Borough Hall, 701 West Glenwood Avenue, West Wildwood, NJ 08260.
Borough of Wildwood Crest .....	Construction Department, 6101 Pacific Avenue, Wildwood Crest, NJ 08260.
Borough of Woodbine .....	Borough Hall, 501 Washington Avenue, Woodbine, NJ 08270.
City of Cape May .....	Assessor's Office, 643 Washington Street, Cape May, NJ 08204.
City of North Wildwood .....	City Hall, 901 Atlantic Avenue, North Wildwood, NJ 08260.
City of Ocean City .....	Community Operations Department, 115 East 12th Street, Ocean City, NJ 08226.
City of Sea Isle City .....	City Hall, 4501 Park Road, Sea Isle City, NJ 08243.
City of Wildwood .....	Zoning Office, 4400 New Jersey Avenue, Wildwood, NJ 08260.
Township of Dennis .....	Dennis Township Municipal Building, 571 Petersburg Road, Dennisville, NJ 08214.
Township of Lower .....	Lower Township Hall, 2600 Bayshore Road, Villas, NJ 08251.
Township of Middle .....	Middle Township Construction Office, 10 South Boyd Street, Cape May Court House, NJ 08210.
Township of Upper .....	Upper Township Engineering Office, 2100 Tuckahoe Road, Petersburg, NJ 08270.

#### Cumberland County, New Jersey (All Jurisdictions)

Maps Available for Inspection Online at: <http://www.fema.gov/preliminaryfloodhazarddata>

Borough of Shiloh .....	Clerk's Office, 900 Main Street, Shiloh, NJ 08353.
City of Bridgeton .....	Construction Code Office, 181 East Commerce Street, Bridgeton, NJ 08302.
City of Millville .....	Clerk's Office, 12 South High Street, Millville, NJ 08332.
City of Vineland .....	Planning Department, 640 East Wood Street, Vineland, NJ 08360.
Township of Commercial .....	Commercial Township Code Enforcement Office, 1768 Main Street, Port Norris, NJ 08349.
Township of Deerfield .....	Deerfield Township Hall, 736 Landis Avenue, Rosenhayn, NJ 08352.
Township of Downe .....	Downe Township Hall, 288 Main Street, Newport, NJ 08345.
Township of Fairfield .....	Fairfield Township Construction Office, 70 Fairton Gouldtown Road, Fairton, NJ 08320.
Township of Greenwich .....	Emergency Management Building, 1000 Ye Greate Street, Greenwich, NJ 08323.

Community	Community map repository address
Township of Hopewell .....	Hopewell Township Municipal Building, 590 Shiloh Pike, Bridgeton, NJ 08302.
Township of Lawrence .....	Lawrence Township Construction Code Office, 357 Main Street, Cedarville, NJ 08311.
Township of Maurice River .....	Maurice River Township Construction and Zoning Office, 590 Main Street, Leesburg, NJ 08327.
Township of Stow Creek .....	Stow Creek Township Clerk's Office, 900 Main Street, Shiloh, NJ 08353.
Township of Upper Deerfield .....	Upper Deerfield Township Clerk's Office, 1325 Highway 77, Seabrook, NJ 08302.

#### Essex County, New Jersey (All Jurisdictions)

Maps Available for Inspection Online at: <http://www.fema.gov/preliminaryfloodhazarddata>

Borough of North Caldwell .....	Borough Hall, 141 Gould Avenue, North Caldwell, NJ 07006.
City of Newark .....	Office of the City Clerk, 920 Broad Street, Newark, NJ 07102.
Township of Belleville .....	Engineering Office, 152 Washington Avenue, Belleville, NJ 07109.
Township of Bloomfield .....	Municipal Building, 1 Municipal Plaza, Bloomfield, NJ 07003.
Township of Fairfield .....	Engineering Department, 230 Fairfield Road, Fairfield, NJ 07004.
Township of Montclair .....	Planning Department, 205 Claremont Avenue, Montclair, NJ 07042.
Township of Nutley .....	Township Hall, 1 Kennedy Drive, Nutley, NJ 07110.
Township of West Caldwell .....	Municipal Building, 30 Clinton Road, West Caldwell, NJ 07006.

#### Hudson County, New Jersey (All Jurisdictions)

Maps Available for Inspection Online at: <http://www.fema.gov/preliminaryfloodhazarddata>

Borough of East Newark .....	Building Department, 34 Sherman Avenue, 2nd Floor, East Newark, NJ 07029.
City of Bayonne .....	Municipal Building Department, 630 Avenue C, Room 13, Bayonne, NJ 07002.
City of Hoboken .....	Zoning Office, 94 Washington Street, Hoboken, NJ 07030.
City of Jersey City .....	Construction Code Official's Office, 30 Montgomery Street, Room 412, Jersey City, NJ 07302.
City of Union City .....	City Clerk's Office, 3715 Palisade Avenue, Union City, NJ 07087.
Town of Guttenberg .....	Construction Official's Office, 6808 Park Avenue, Guttenberg, NJ 07093.
Town of Harrison .....	Engineer's Office, 318 Harrison Avenue, Harrison, NJ 07029.
Town of Kearny .....	Building Department, 410 Kearny Avenue, Kearny, NJ 07032.
Town of Secaucus .....	Town Hall, 1203 Paterson Plank Road, 4th Floor, Secaucus, NJ 07094.
Town of West New York .....	Town Hall, Office of Emergency Management Director's Office, 428 60th Street, West New York, NJ 07093.
Township of North Bergen .....	Township of North Bergen, Boswell Engineering, 330 Phillips Avenue, South Hackensack, NJ 07606.
Township of Weehawken .....	Town Hall, 400 Park Avenue, Weehawken, NJ 07086.

#### Middlesex County, New Jersey (All Jurisdictions)

Maps Available for Inspection Online at: <http://www.fema.gov/preliminaryfloodhazarddata>

Borough of Carteret .....	Memorial Municipal Building, 61 Cooke Avenue, Carteret, NJ 07008.
Borough of Highland Park .....	Municipal Building, Clerk's Office, 221 South Fifth Avenue, Highland Park, NJ 08904.
Borough of Middlesex .....	Municipal Building, Construction Department, 1200 Mountain Avenue, Middlesex, NJ 08846.
Borough of Sayreville .....	Construction Office, 49 Dolan Street, Sayreville, NJ 08872.
Borough of South River .....	Municipal Offices, 48 Washington Street, South River, NJ 08882.
Borough of Spotswood .....	Municipal Building, 77 Summerhill Road, Spotswood, NJ 08884.
City of New Brunswick .....	Civic Square, Engineering Department, 25 Kirkpatrick Street, New Brunswick, NJ 08901.
City of Perth Amboy .....	Code Enforcement Department, 375 New Brunswick Avenue, Perth Amboy, NJ 08861.
City of South Amboy .....	City of South Amboy, Center State Engineering, 481 Spotswood Englishtown Road, Monroe Township, NJ 08831.
Township of East Brunswick .....	Municipal Building, 1 Jean Walling Civic Center Drive, East Brunswick, NJ 08816.
Township of Edison .....	Municipal Complex, Engineering Department, 100 Municipal Boulevard, 2nd Floor, Edison, NJ 08817.
Township of Monroe .....	Center State Engineering, 481 Spotswood Englishtown Road, Monroe Township, NJ 08831.
Township of Old Bridge .....	Municipal Building, Engineering Department, 1 Old Bridge Plaza, Old Bridge, NJ 08857.
Township of Piscataway .....	Public Works Building, Community Development Department, 505 Sidney Road, Piscataway, NJ 08854.

Community	Community map repository address
Township of Woodbridge .....	Municipal Building, Engineering Department, 1 Main Street, Woodbridge, NJ 07095.

**Monmouth County, New Jersey (All Jurisdictions)**

Maps Available for Inspection Online at: <http://www.fema.gov/preliminaryfloodhazarddata>

Borough of Allenhurst .....	Borough Hall, 125 Corlies Avenue, Allenhurst, NJ 07711.
Borough of Atlantic Highlands .....	Borough Hall, 100 First Avenue, Atlantic Highlands, NJ 07716.
Borough of Avon-by-the-Sea .....	Municipal Building, 301 Main Street, Avon-By-The-Sea, NJ 07717.
Borough of Belmar .....	Borough Hall, 601 Main Street, Belmar, NJ 07719.
Borough of Bradley Beach .....	Municipal Building, 701 Main Street, Bradley Beach, NJ 07720.
Borough of Brielle .....	Borough Hall, 601 Union Lane, Brielle, NJ 08730.
Borough of Deal .....	Borough Hall, 190 Norwood Avenue, Deal, NJ 07723.
Borough of Eatontown .....	Building Department, 47 Broad Street, Eatontown, NJ 07724.
Borough of Fair Haven .....	Borough Hall, 748 River Road, Fair Haven, NJ 07704.
Borough of Highlands .....	Municipal Office, 42 Shore Drive, Highlands, NJ 07732.
Borough of Interlaken .....	Borough Hall, 100 Grasmere Avenue, Interlaken, NJ 07712.
Borough of Keansburg .....	Municipal Building, Code Office, 29 Church Street, Keansburg, NJ 07734.
Borough of Keyport .....	Borough Hall, Administration Office, 2nd Floor, 70 West Front Street, Keyport, NJ 07735.
Borough of Lake Como .....	Borough Hall, 1740 Main Street, Lake Como, NJ 07719.
Borough of Little Silver .....	Borough Hall, Clerk's Office, 480 Prospect Avenue, Little Silver, NJ 07739.
Borough of Manasquan .....	Borough Hall, Building and Construction Code Department, 201 East Main Street, Manasquan, NJ 08736.
Borough of Matawan .....	Borough Hall, 201 Broad Street, Matawan, NJ 07747.
Borough of Monmouth Beach .....	Borough Hall, 22 Beach Road, Monmouth Beach, NJ 07750.
Borough of Neptune City .....	Borough Hall, 106 West Sylvania Avenue, Neptune City, NJ 07753.
Borough of Oceanport .....	Old Borough Hall, Building and Zoning Department, 222 Monmouth Boulevard, Oceanport, NJ 07757.
Borough of Red Bank .....	Borough Hall, Planning and Zoning Department, 3rd Floor, 90 Monmouth Street, Red Bank, NJ 07701.
Borough of Rumson .....	Municipal Building, Zoning Department, 80 East River Road, Rumson, NJ 07760.
Borough of Sea Bright .....	Borough Hall, 1167 Ocean Avenue, Sea Bright, NJ 07760.
Borough of Sea Girt .....	Borough Hall, 321 Baltimore Boulevard, Sea Girt, NJ 08750.
Borough of Shrewsbury .....	Borough Municipal Complex, 419 Sycamore Avenue, Shrewsbury, NJ 07702.
Borough of Spring Lake .....	Borough Hall, Construction Department, 423 Warren Avenue, Spring Lake, NJ 07762.
Borough of Spring Lake Heights .....	Municipal Building, 555 Brighton Avenue, Spring Lake Heights, NJ 07762.
Borough of Tinton Falls .....	Municipal Building, Zoning Office, 556 Tinton Avenue, Tinton Falls, NJ 07724.
Borough of Union Beach .....	Borough Hall, Construction Office, 1205 Florence Avenue, Union Beach, NJ 07735.
City of Asbury Park .....	Construction Department, 1 Municipal Plaza, Asbury Park, NJ 07712.
City of Long Branch .....	City Hall, 2nd Floor, 344 Broadway, Long Branch, NJ 07740.
Township of Aberdeen .....	Department of Zoning, 1 Aberdeen Square, Aberdeen, NJ 07747.
Township of Hazlet .....	Municipal Building, Construction Department, 1766 Union Avenue, Hazlet, NJ 07730.
Township of Holmdel .....	Municipal Building, Zoning Office, 4 Crawford's Corner Road, Holmdel, NJ 07733.
Township of Middletown .....	Johnson Gill Annex, Building Department, 1 Kings Highway, Middletown, NJ 07748.
Township of Neptune .....	Township Hall, Construction Department, 25 Neptune Boulevard, Neptune, NJ 07753.
Township of Ocean .....	Ocean Township Hall, Department of Community Development, 399 Monmouth Road, Oakhurst, NJ 07755.
Township of Wall .....	Municipal Building, Construction Department, 2700 Allaire Road, Wall, NJ 07719.
Village of Loch Arbour .....	Village Office, 550 Main Street, Loch Arbour, NJ 07711.

**Ocean County, New Jersey (All Jurisdictions)**

Maps Available for Inspection Online at: <http://www.fema.gov/preliminaryfloodhazarddata>

Borough of Barnegat Light .....	Municipal Building, 10 East 7th Street, Barnegat Light, NJ 08006.
Borough of Bay Head .....	Municipal Office, 106 Bridge Avenue, Bay Head, NJ 08742.
Borough of Beach Haven .....	Borough Hall, 420 Pelham Avenue, Beach Haven, NJ 08008.
Borough of Beachwood .....	Municipal Complex, 1600 Pinewald Road, Beachwood, NJ 08722.
Borough of Harvey Cedars .....	Borough Hall, 7606 Long Beach Boulevard, Harvey Cedars, NJ 08008.



Community	Community map repository address
Borough of Island Heights .....	Borough Hall, 1 Wanamaker Municipal Complex, Island Heights, NJ 08732.
Borough of Lavallette .....	Trailer 2, Lavallette Fire House Parking Lot, 125 Washington Avenue, Lavallette, NJ 08753.
Borough of Mantoloking .....	Mantoloking Borough Hall, Yogi Plaza, 340 Drum Point Road, 2nd Floor, Brick, NJ 08723.
Borough of Ocean Gate .....	Municipal Building, 801 Ocean Gate Avenue, Ocean Gate, NJ 08740.
Borough of Pine Beach .....	Municipal Building, 599 Pennsylvania Avenue, Pine Beach, NJ 08741.
Borough of Point Pleasant .....	Borough Hall, 2233 Bridge Avenue, Point Pleasant, NJ 08742.
Borough of Point Pleasant Beach .....	Municipal Building, 416 New Jersey Avenue, Point Pleasant Beach, NJ 08742.
Borough of Seaside Heights .....	Municipal Building, 901 Boulevard, Seaside Heights, NJ 08751.
Borough of Seaside Park .....	Borough Hall, 1701 North Ocean Avenue, Seaside Park, NJ 08752.
Borough of Ship Bottom .....	Municipal Building, 1621 Long Beach Boulevard, Ship Bottom, NJ 08008.
Borough of South Toms River .....	Municipal Building, 144 Mill Street, South Toms River, NJ 08757.
Borough of Surf City .....	Municipal Building, 813 Long Beach Boulevard, Surf City, NJ 08008.
Borough of Tuckerton .....	Borough Hall, 420 East Main Street, Tuckerton, NJ 08087.
Township of Barnegat .....	Municipal Building, 900 West Bay Avenue, Barnegat, NJ 08005.
Township of Berkeley .....	Berkeley Township Hall, 627 Pinewald-Keswick Road, Bayville, NJ 08721.
Township of Brick .....	Township Municipal Complex, 401 Chambersbridge Road, Brick, NJ 08723.
Township of Eagleswood .....	Eagleswood Township Hall, 146 Division Street, West Creek, NJ 08092.
Township of Lacey .....	Lacey Township Municipal Building, 818 West Lacey Road, Forked River, NJ 08731.
Township of Lakewood .....	Municipal Building, 231 Third Street, Lakewood, NJ 08701.
Township of Little Egg Harbor .....	Administrative Justice Complex, 665 Radio Road, Little Egg Harbor, NJ 08087.
Township of Long Beach .....	Long Beach Township Building Department, 6805 Long Beach Boulevard, Brant Beach, NJ 08008.
Township of Manchester .....	Municipal Building, 1 Colonial Drive, Manchester, NJ 08759.
Township of Ocean .....	Ocean Township Construction and Zoning Office, 50 Railroad Avenue, Waretown, NJ 08758.
Township of Stafford .....	Stafford Township Municipal Building, 260 East Bay Avenue, Manahawkin, NJ 08050.
Township of Toms River .....	Township Engineer's Office, 33 Washington Street, Toms River, NJ 08753.

**Salem County, New Jersey (All Jurisdictions)**

Maps Available for Inspection Online at: <http://www.fema.gov/preliminaryfloodhazarddata>

Borough of Elmer .....	Borough Hall, 120 South Main Street, Elmer, NJ 08318.
Borough of Penns Grove .....	Borough Hall, 1 State Street, Penns Grove, NJ 08069.
Borough of Woodstown .....	25 West Avenue, Woodstown, NJ 08098.
City of Salem .....	17 New Market Street, Salem, NJ 08079.
Township of Alloway .....	49 South Greenwich Street, Alloway, NJ 08001.
Township of Carneys Point .....	303 Harding Highway, Carneys Point, NJ 08069.
Township of Elsinboro .....	Elsinboro Township Municipal Building, 619 Salem Fort-Elfsborg Road, Salem, NJ 08079.
Township of Lower Alloways Creek .....	Township of Lower Alloways Creek, 501 Locust Island Road, Hancock's Bridge, NJ 08038.
Township of Mannington .....	Town Hall, 491 Route 45, Mannington, NJ 08079.
Township of Oldmans .....	Township of Oldmans, Pedricktown Hall, 40 Freed Road, Pedricktown, NJ 08067.
Township of Pennsville .....	Town Hall, 90 North Broadway, Pennsville, NJ 08070.
Township of Pilesgrove .....	Municipal Building, 1180 Route 40, East, Pilesgrove, NJ 08098.
Township of Pittsgrove .....	Municipal Building, 989 Centerton Road, Pittsgrove, NJ 08318.
Township of Quinton .....	Municipal Building, 885 Quinton Road, Quinton, NJ 08072.
Township of Upper Pittsgrove .....	Township of Upper Pittsgrove, 431 Route 77, Elmer, NJ 08318.

**Union County, New Jersey (All Jurisdictions)**

Maps Available for Inspection Online at: <http://www.fema.gov/preliminaryfloodhazarddata>

City of Elizabeth .....	Construction Department, Room 401, 50 Winfield Scott Plaza, Elizabeth, NJ 07201.
City of Linden .....	Municipal Building, 301 North Wood Avenue, Linden, NJ 07036.
City of Rahway .....	Office of Engineering, 1 City Hall Plaza, Rahway, NJ 07065.



Community	Community map repository address
<b>City of New York, New York</b>	
Maps Available for Inspection Online at: <a href="http://www.fema.gov/preliminaryfloodhazarddata">http://www.fema.gov/preliminaryfloodhazarddata</a>	
City of New York .....	Department of City Planning, Waterfront Division, 22 Reade Street, New York, NY 10007.
City of New York (Bronx County) .....	New York City Department of Buildings, Bronx Borough Office, 1932 Arthur Avenue, 5th Floor, Bronx, NY 10457.
City of New York (Kings County) .....	New York City Department of Buildings, Brooklyn Borough Office, 210 Joralemon Street, 8th Floor, Brooklyn, NY 11201.
City of New York (New York County).. ..	Department of Buildings, Manhattan Borough Office, 280 Broadway, 3rd Floor, New York, NY 10007.
City of New York (Queens County) .....	New York City Department of Buildings, Queens Borough Office, 120-55 Queen Boulevard, 1st Floor, Kew Gardens, NY 11424.
City of New York (Richmond County).. ..	New York City Department of Buildings, Staten Island Borough Office, 10 Richmond Terrace, Borough Hall, 2nd Floor, Staten Island, NY 10301.
<b>Westchester County, New York (All Jurisdictions)</b>	
Maps Available for Inspection Online at: <a href="http://www.fema.gov/preliminaryfloodhazarddata">http://www.fema.gov/preliminaryfloodhazarddata</a>	
City of Mount Vernon .....	Public Works Department, 1 Roosevelt Square, Room 108, Mount Vernon, NY 10550.
City of New Rochelle .....	Clerk's Office, 515 North Avenue, New Rochelle, NY 10801.
City of Peekskill .....	Building and Engineering Department, 840 Main Street, Peekskill, NY 10566.
City of Rye .....	Building Department, 1051 Boston Post Road, Rye, NY 10580.
City of Yonkers .....	Engineering Department, 40 South Broadway, Yonkers, NY 10701.
Town of Cortlandt .....	Cortlandt Town Clerk's Office, 1 Heady Street, Cortlandt Manor, NY 10567.
Town of Harrison .....	Engineering Department, 1 Heineman Place, Harrison, NY 10528.
Town of Mamaroneck .....	Town Center, 740 West Boston Post Road, Mamaroneck, NY 10543.
Town of Mount Pleasant .....	Mount Pleasant Town Engineering Department, One Town Hall Plaza, 3rd Floor, Valhalla, NY 10595.
Town of New Castle .....	New Castle Town Building Department, 200 South Greeley Avenue, Chappaqua, NY 10514.
Town of Ossining .....	Building Department, 16 Croton Avenue, Ossining, NY 10562.
Village of Briarcliff Manor .....	Village Hall, 1111 Pleasantville Road, Briarcliff Manor, NY 10510.
Village of Buchanan .....	Municipal Building, 236 Tate Avenue, Buchanan, NY 10511.
Village of Croton-on-Hudson .....	Engineering Department, 1 Van Wyck Street, Croton-on-Hudson, NY 10520.
Village of Dobbs Ferry .....	Village Hall, 112 Main Street, Dobbs Ferry, NY 10522.
Village of Hastings-on-Hudson .....	Village Hall, 7 Maple Avenue, Hastings-on-Hudson, NY 10706.
Village of Irvington .....	Building Department, 85 Main Street, Irvington, NY 10533.
Village of Larchmont .....	Building Department, 120 Larchmont Avenue, Larchmont, NY 10538.
Village of Mamaroneck .....	Building Department, 169 Mount Pleasant Avenue, Mamaroneck, NY 10543.
Village of Ossining .....	Building Department, 16 Croton Avenue, Ossining, NY 10562.
Village of Pelham .....	Village Hall, 195 Sparks Avenue, Pelham, NY 10803.
Village of Pelham Manor .....	Village Hall, 4 Penfield Place, Pelham Manor, NY 10803.
Village of Port Chester .....	Building Department, 222 Grace Church Street, Port Chester, NY 10573.
Village of Sleepy Hollow .....	Building Department, 28 Beekman Avenue, Sleepy Hollow, NY 10591.
Village of Tarrytown .....	Building and Engineering Department, One Depot Plaza, Tarrytown, NY 10591.
<b>Collin County, Texas, and Incorporated Areas</b>	
Maps Available for Inspection Online at: <a href="http://www.fema.gov/preliminaryfloodhazarddata">http://www.fema.gov/preliminaryfloodhazarddata</a>	
City of Plano .....	City Hall, Engineering Department, 1520 Avenue K, Plano, TX 75074.

# Criteria for Appeals of Flood Insurance Rate Maps

November 30, 2011



**FEMA**

This document outlines the criteria for appealing proposed changes in flood hazard information on Flood Insurance Rate Maps (FIRMs) during the appeal period. The Department of Homeland Security's Federal Emergency Management Agency (FEMA) applies rigorous standards in developing and updating flood hazard information and provides communities with an opportunity to review the updated flood hazard information presented on new or revised FIRMs before they become final.

## 1. Background

The regulatory requirements related to appeals are found in Part 67 of the National Flood Insurance Program (NFIP) regulations. Additional FEMA procedural details are provided in Procedure Memorandum No. 57, *Expanded Appeals Process*, dated November 30, 2011. Detailed information on appeals can also be found in *Appeals, Revisions, and Amendments to National Flood Insurance Program Maps—A Guide for Community Officials* and FEMA's *Document Control Procedures Manual*. All referenced documents are accessible through the "Guidance Documents and Other Published Resources" webpage, located at: [http://www.fema.gov/plan/prevent/fhm/frm\\_docs.shtm](http://www.fema.gov/plan/prevent/fhm/frm_docs.shtm).

As outlined in these documents, an appeal period is provided for all new or modified flood hazard information shown on a FIRM, including additions or modifications of any Base (1-percent-annual-chance) Flood Elevation (BFE), base flood depth, Special Flood Hazard Area (SFHA) boundary or zone designation, or regulatory floodway. SFHAs are areas subject to inundation by the base (1-percent-annual-chance) flood and include the following SFHA zone designations: A, AO, AH, A1-A30, AE, A99, AR, AR/A1-A30, AR/AE, AR/AO, AR/AH, AR/A, VO, V1-V30, VE, and V. Therefore, a statutory 90-day appeal period is required when a flood study, Physical Map Revision (PMR), or Letter of Map Revision (LOMR) is proposed in which:

- New BFEs or base flood depths are proposed or currently effective BFEs or base flood depths are modified;
- New SFHAs are proposed or the boundaries of currently effective SFHAs are modified;
- New SFHA zone designations are proposed or currently effective SFHA zone designations are modified; and
- New regulatory floodways are proposed or the boundaries of currently effective floodways are modified.

Clarification on the necessity for an appeal period is provided for certain specific circumstances outlined below:

- Edge matching of effective floodplain boundaries or information. This usually occurs in first-time countywide flood mapping projects when effective BFEs, base flood depths,

- Updates that do not impact flood hazard data: When flood studies, PMRs, or LOMRs result in changes to FIRMs that do not impact BFEs, base flood depths, SFHAs, or floodways, **an appeal period is not required**.
- Datum Conversions: **An appeal period is not required** specifically for a datum conversion (e.g., a conversion from NGVD 29 to NAVD 88).

### 1.1. Additional Procedures for LOMRs

Beginning with LOMRs issued on or after December 1, 2011, the following procedures will apply:

In order to provide sufficient due process rights for changes due to LOMRs, any LOMR in a compliant community that requires an appeal period will become effective 120 days from the second newspaper publication date, following FEMA's current policy. This allows time to collect appeals, as well as provides for newspaper publication schedule conflicts. LOMRs in non-compliant communities or in communities that require adoption of the LOMR will become effective following the six month compliance period.

Evidence of public notice or property owner notification of the changes due to a LOMR will continue to be requested during the review of the LOMR request. This will help to ensure that the affected population is aware of the flood hazard changes in the area and the resultant LOMR. However, evidence of property owner acceptance of the changes due to a LOMR will no longer be requested. Because all LOMRs that require an appeal period will become effective 120 days from the second newspaper publication date, the receipt of such acceptance will have no effect on the effective date of the LOMR; therefore, there is no need for the requester to pursue acceptance.

## 2. Appeal Eligibility Requirements

Areas that are eligible for appeal include:

- Areas showing new or revised BFEs or base flood depths
- Areas showing new or revised SFHA boundaries (including both increases and decreases in the extent of the SFHA)
- Areas where there is a change in SFHA zone designation
- Areas showing new or revised regulatory floodway boundaries (including both increases and decreases in the extent of the regulatory floodway).

The area of concern must be within the scope of the new or modified BFEs, base flood depths, SFHA boundaries, SFHA zone designations, and/or regulatory floodway boundary changes and

For FEMA contracted flood studies and PMRs the approach to be used will usually be discussed with community officials at the beginning of the flood study or PMR mapping process.

Because the methodologies are the result of attempts to reduce complex physical processes to mathematical models, the methodologies include simplifying assumptions. Usually, the methodologies are used with data developed specifically for the flood study, PMR, or LOMR. Therefore, the results of the methodologies are affected by the amount of data collected and the precision of any measurements made.

Because of the judgments and assumptions that must be made and the limits imposed by cost considerations, the correctness of the BFEs, base flood depths and other flood hazard information is often a matter of degree, rather than absolute. For that reason, appellants who contend that the BFEs, base flood depths, or other flood hazard information is incorrect because better methodologies could have been used, better assumptions could have been made, or better data could have been used, must provide alternative analyses that incorporate such methodologies, assumptions, or data and that quantify their effect on the BFEs, base flood depths or other flood hazard information. FEMA will review the alternative analyses and determine whether they are superior to those used for the flood study, PMR, or LOMR and whether changes to the FIS report and/or FIRM, or LOMR are warranted as a result.

Unless appeals are based on indisputable mathematical or measurement errors or the effects of natural physical changes that have occurred in the floodplain, they must be accompanied by all data that FEMA needs to revise the preliminary version of the FIS report and FIRMs. Therefore, appellants should be prepared to perform coastal, hydrologic and hydraulic analyses, to plot new and/or revised Flood Profiles, and to delineate revised SFHA zone and regulatory floodway boundaries as necessary.

An appeal must be based on data that show the new or modified BFEs, base flood depths, SFHA boundaries, SFHA zone designations, or floodways to be scientifically or technically incorrect. All analyses and data submitted by appellants must be certified by a Registered Professional Engineer or Licensed Land Surveyor, as appropriate. The data and documentation that must be submitted in support of the various types of appeals are discussed in the subsections that follow.

### **3.1. Appealing BFEs, Base Flood Depths, SFHA Zone Designations, or Regulatory Floodways**

#### **Scientifically incorrect BFEs, base flood depths, SFHA zone designations, or regulatory floodways:**

Proposed BFEs, base flood depths, SFHA zone designations, or regulatory floodways are said to be scientifically incorrect if the methodology used in the determination of the BFEs,

- Revised Summary of Discharges Table and/or Flood Profiles and, if applicable, FDT; and
    - Revised SFHA zone boundary and, if applicable, regulatory floodway boundary delineations.
  - To show that a hydraulic methodology was not applied correctly, an appellant must submit the following information. *(Please note that an appeal to a floodway configuration cannot be solely based on surcharge values.)*
    - New hydraulic/floodway analysis, based on original flood discharge values, in which the original methodology has been applied differently;
    - As applicable, revised Flood Profiles, FDT and other FIS report tables as needed; and
    - Revised SFHA zone boundary and, if applicable, regulatory floodway boundary delineations.
  - To show that a coastal methodology was not applied correctly, an appellant must submit the following:
    - New coastal analysis, based on the original stillwater elevations, in which the original methodology has been applied differently;
    - Revised SFHA zone boundary and, all applicable FIS report tables, including the Transect Data Table.
- **The methodology was based on insufficient or poor-quality data.**
  - To show that insufficient or poor-quality hydrologic data were used, an appellant must submit the following:
    - Data believed to be better than those used in original hydrologic analysis;
    - Documentation for source of data;
    - Explanation for improvement resulting from use of new data;
    - New hydrologic analysis based on better data;
    - New hydraulic/floodway or coastal analysis based on flood discharge values resulting from new hydrologic analysis;
    - Revised Summary of Discharges Table, Flood Profiles and, if applicable, FDT; and
    - Revised SFHA zone boundary and, if applicable, regulatory floodway boundary delineations.
  - To show that insufficient or poor-quality hydraulic data were used, an appellant must submit the following:

## 3.2. Appeals to SFHA Boundaries

The supporting data required for changes to SFHA zone boundaries will vary, depending on whether the boundaries are for flooding sources studied by detailed methods or flooding sources studied by approximate methods, as discussed below.

### **Flooding sources studied by detailed methods**

Usually, detailed SFHA zone boundaries are delineated using topographic data and the BFEs and base flood depths resulting from the hydraulic analysis performed for the flood study, PMR, or LOMR. If topographic data are more detailed than those used by FEMA or show more recent topographic conditions, appellants should submit that data and the revised SFHA zone boundaries for FEMA to incorporate into the affected map panels. All maps and other supporting data submitted must be certified by a Registered Professional Engineer or a Licensed Land Surveyor and must reflect existing conditions. Maps or data prepared by an authoritative source, such as the U.S. Army Corps of Engineers, U.S. Geological Survey, U.S. Bureau of Reclamation, or a State department of highways and transportation, are acceptable without certification as long as the sources and dates of the maps are identified. For further information on submittals involving topographic data, please refer to the section below *Additional Guidance on Appeal Submittals Involving Topographic Data*.

### **Flooding Sources Studied by Approximate Methods**

Usually, where BFEs or base flood depths are not available, flood zone boundaries are delineated with the best available data, including flood maps published by other Federal agencies, information on past floods, and simplified hydrologic and hydraulic analyses. If more detailed data or analyses are submitted, FEMA will use them to update the flood hazard information shown on the affected map panels. Such data and analyses may include the following:

- Published flood maps that are more recent or more detailed than those used by FEMA;
- Analyses that are more detailed than those performed by FEMA or that are based on more detailed data than those used by FEMA;
- Topographic data and resulting updated SFHA boundaries.

For further information on submittals involving topographic data, please refer to the section below *Additional Guidance on Appeal Submittals Involving Topographic Data*.

Please note that, when applicable, appeals related to the *methodology* used to develop an approximate flood zone boundary must follow the guidelines established for appeals to BFEs, base flood depths, SFHA zone designations, or regulatory floodways under Section 3.1 above. However, since flood profiles, FDTs, Summary of Discharges Tables, Transect



- FEMA or the mapping partner will evaluate any scientific or technical data submitted for compliance with existing mapping statutes, regulations, or Guidelines and Standards.
- FEMA or the mapping partner will request any additional scientific or technical data required to properly review the appeal or comment.
- FEMA or the mapping partner will make a recommendation to FEMA on the resolution of the appeal or comment.
- FEMA or the mapping partner will prepare a draft appeal resolution letter (if **all** the criteria for an appeal are met).
- The assigned mapping partner shall dispatch the signed FEMA appeal resolution letter and if warranted, Revised Preliminary copies of the FIRM and FIS report to the community CEO and floodplain administrator and all appellants. All correspondence must be prepared and issued on FEMA Headquarters or FEMA Regional letterhead.
- FEMA provides a comment period of 30 days following the date the appeal or comment resolution letter is issued. Any comments received during the 30 day comment period must be addressed and resolved before proceeding with the LFD. Extensions to this 30 day period can only be granted with FEMA Headquarters approval.

## 5. General Technical Guidance

Detailed guidance on the supporting documentation that must be submitted in support of an appeal can be found in *Appeals, Revisions, and Amendments to National Flood Insurance Program Maps—A Guide for Community Officials*.

Unless appeals are based on the use of alternative models or methodologies, the hydrologic and hydraulic analyses that appellants submit must be performed with the models used for the flood study, PMR, or LOMR. Generally, when appellants are required to submit hydrologic or hydraulic analyses, those analyses must be performed for the same recurrence interval floods as those performed for the flood study, PMR, or LOMR. The vertical datum used in any data submitted must match the datum used in the preliminary FIS report and FIRM. Further, SFHA boundaries are to be shown on a topographic map (preferably, in digital form) whose scale and contour interval are sufficient to provide reasonable accuracy.

New flooding information cannot be added to a FIRM in such a way as to create mismatches with the flooding information shown for unrevised areas. Therefore, in performing new analyses and developing revised flooding information, appellants must tie the new BFEs, base flood



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# Scientific Resolution Panels

FEMA's Scientific Resolution Panel (SRP) process reinforces FEMA's commitment to work with communities to ensure the flood hazard data depicted on Flood Insurance Rate Maps (FIRMs) is built collaboratively using the best science available. Flood hazards are constantly changing, and as such, FEMA regularly updates FIRMs through several methods to reflect those changes. When changes to the FIRMs are met with conflicting technical and scientific data, an independent third party review of the information may be needed to ensure the FIRMs are updated correctly. The Scientific Resolution Panel serves as the independent third party.

## Who can request an SRP?

A community, Tribe or political entity that has the authority to adopt and enforce floodplain ordinances for the area under its jurisdiction can request FEMA use the SRP when conflicting data are presented. Chief Executive Officers or authorized community representatives must make or endorse the SRP request if they did not develop or propose the conflicting technical data.

## When can communities request an SRP?

A community can request an SRP if it has:

- Not received a Letter of Final Determination (LFD);
- Submitted an appeal during the 90-day appeal period with scientific or technical data resulting in different flood hazards than those proposed by FEMA;
- Allowed at least 60 days of community consultation with FEMA (but no more than 120 days).

Additionally, a community that has received a FEMA-issued appeal resolution letter and has not exercised the SRP process will have 30 days from the issuance of the letter to request an SRP.

## Independent Panel Sponsor

The SRP process is managed by the National Institute of Building Sciences (NIBS), a non-profit organization independent from FEMA. NIBS will act as the Panel Sponsor, coordinating the SRPs, ensuring that proper regulations and procedures are employed and maintaining a cadre of experts from which Panel members are selected.

## Panel Member Selection

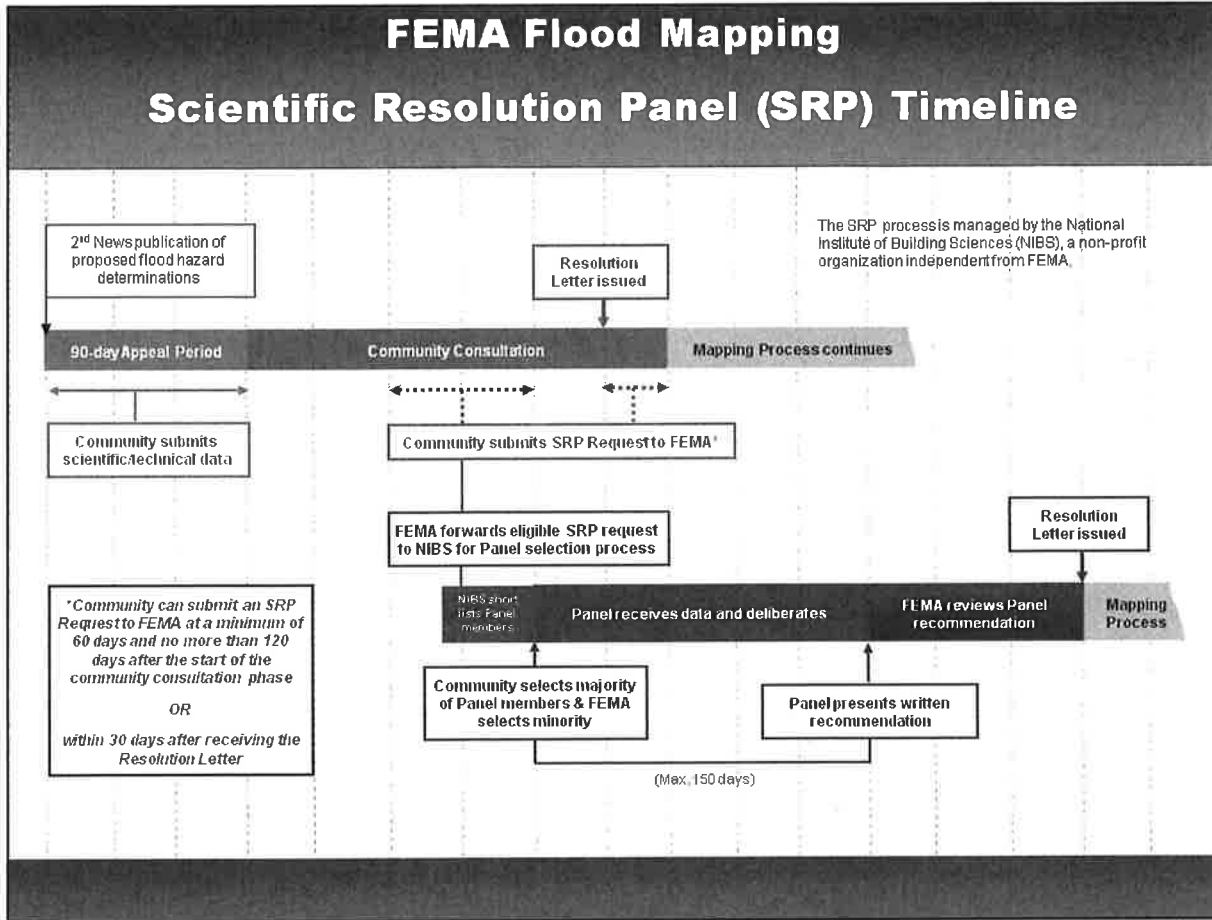
For each appeal, an SRP (or Panel) of three or five members will be convened. Panel members are technical experts in surface water hydrology, hydraulics, coastal engineering, and other engineering and scientific fields that relate to the creation of Flood Hazard Maps and Flood Insurance Studies throughout the United States.

Based on the technical specifications of the appeal, NIBS will develop a list of potential panel members with relevant expertise from its cadre of experts. NIBS will ensure that there is no conflict of interest amongst the panel members. NIBS will confirm that members do not reside in the state from which the appeal is taken and have no personal or professional interest in its findings of the appeal.

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## For Additional Information

For more information on appeals, see the FEMA document: [Appeals, Revisions, and Amendments to National Flood Insurance Program Maps: A Guide for Community Officials](#).

Part 67 of the NFIP regulations, which pertains to appeals, is available on the “Forms and Publications” section of FEMA’s Flood Hazard Mapping website at [www.fema.gov/fhm](http://www.fema.gov/fhm).

Other Important Links [www.floodSRP.org](http://www.floodSRP.org) [www.fema.gov/plan/prevent/fhm/st\\_hot.shtm#2](http://www.fema.gov/plan/prevent/fhm/st_hot.shtm#2)

Status of Map Change Requests: [http://www.fema.gov/plan/prevent/fhm/st\\_main.shtm](http://www.fema.gov/plan/prevent/fhm/st_main.shtm)

Risk MAP: [www.fema.gov/plan/prevent/fhm/rm\\_main.shtm](http://www.fema.gov/plan/prevent/fhm/rm_main.shtm)

Flood Hazard Mapping Annex: [www.floodmaps.fema.gov](http://www.floodmaps.fema.gov)

Flood Insurance: [www.floodsmart.gov](http://www.floodsmart.gov)

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*New from FEMA Region II:*

## Submit and Track Appeals and Comments Online

The **Preliminary Flood Map Feedback Portal** has been developed by the FEMA Region II office to support the statutory appeals process for preliminary Flood Insurance Rate Maps (FIRMs) released for your community. It is intended to make the process for submitting and tracking feedback easier for both community officials and members of the public.

The Preliminary Flood Map Feedback Portal:

- allows community officials and members of the public to submit feedback on the preliminary FIRMs and Flood Insurance Study (FIS) report online and track the status of requests.
- walks a submitter through the necessary steps and data requirements for providing feedback.
- allows community officials to concur, comment or provide input on submissions that will expedite FEMA review.
- makes it easier for community officials to view and manage all submissions that affect their community.
- allows for submitters to easily view and track the status of their submissions.

The Portal will become available through the FEMA Region II Coastal outreach website at [www.region2coastal.com/appeal](http://www.region2coastal.com/appeal) at the start of the appeal period (the week of March 30<sup>th</sup>).

### Take Advantage of Upcoming Training

FEMA is hosting training webinars for community officials about how to use the Portal on the dates listed below. You can register to attend one of the sessions using the following links.

Monday, March 30, 2015  
3:00 pm – 4:15 pm Eastern  
[r2-training-1.eventbrite.com](http://r2-training-1.eventbrite.com)

Tuesday, March 31, 2015 (Repeat session)  
10:00 am – 11:15 am Eastern  
[r2-training-2.eventbrite.com](http://r2-training-2.eventbrite.com)

### Quick Answers

#### How do I access the Preliminary Flood Map Feedback Portal?

The Portal will be available through the Region II Coastal outreach website at [www.region2coastal.com/appeal](http://www.region2coastal.com/appeal) at the start of the appeal period which will occur the week of 3/30.

*Community officials will receive their login credentials by e-mail before the start of the appeal period. (Contact [region2coastal@rampp-team.com](mailto:region2coastal@rampp-team.com) if not received by the start of the appeal period.)*

#### Will other training be provided?

A tutorial video, user guide, and a Portal FAQ will be available through [www.region2coastal.com/appeal](http://www.region2coastal.com/appeal) by the start of the appeal period.

#### Is this the only method to submit my feedback?

No. If preferred, feedback can be submitted by standard mail. Learn more at [www.region2coastal.com/appeal](http://www.region2coastal.com/appeal). The Portal was designed to make the process for submitting and tracking appeals and comments simpler.

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**DEPARTMENT OF HOMELAND SECURITY**

**FEDERAL EMERGENCY MANAGEMENT AGENCY**

**Proposed Flood Hazard Determinations for Monmouth County, New Jersey (All Jurisdictions)**

The Department of Homeland Security's Federal Emergency Management Agency (FEMA) has issued a Preliminary and Revised Preliminary Flood Insurance Rate Map (FIRM), and where applicable, Flood Insurance Study (FIS) report, reflecting proposed flood hazard determinations within various communities in Monmouth County. These flood hazard determinations may include the addition or modification of Base Flood Elevations, base flood depths, Special Flood Hazard Area boundaries or zone designations, or the regulatory floodway. Technical information or comments are solicited on the proposed flood hazard determinations shown on the Preliminary and Revised Preliminary FIRM and/or FIS report for various communities in Monmouth County. These flood hazard determinations are the basis for the floodplain management measures that your 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. However, before these determinations are effective for floodplain management purposes, you will be provided an opportunity to appeal the proposed information. For information on the statutory 90-day period provided for appeals, as well as a complete listing of the communities affected and the locations where copies of the FIRM are available for review, please visit FEMA's website at [www.fema.gov/plan/prevent/fhm/bfe](http://www.fema.gov/plan/prevent/fhm/bfe), or call the FEMA Map Information eXchange (FMIX) toll free at 1-877-FEMA MAP (1-877-336-2627).