



SECTION 21.0 FLOOD ZONE DETERMINATION

Section 21.01 Purpose

This section describes the formal process to facilitate a [flood zone](#) determination request.

Section 21.02 Application Process

- A. The Applicant shall be required to submit to the City a completed [application package](#) and associated fee of \$40.00 (payable to 'City of Palm Coast').
- B. The request will undergo a review by the City.
- C. The Planning Manager will issue a letter of determination once a determination is made.



FLOOD ZONE DETERMINATION REQUEST

CD Plus Application #: _____ Application Submittal Date: _____
Fee Paid: \$ _____ Date of Acceptance: _____
Employee Name Accepting Application (print name): _____
Rejected on _____ Rejected by: _____
Reason for Rejection: _____

PHYSICAL LOCATION OF SUBJECT PROPERTY: _____

PROPERTY APPRAISER'S PARCEL #(s): _____

LEGAL DESCRIPTION: _____

ADDITIONAL INFORMATION THAT MAY ASSIST IN MAKING DETERMINATION: _____

List below any applications currently under review or recently approved associated with this application:

CHECK WHICH METHOD OF DELIVERY REQUESTED TO RECEIVE INFORMATION

☐ U S MAIL

☐ FAX

☐ E-MAIL

OWNER (IF DIFFERENT THAN APPLICANT): _____

MAILING ADDRESS: _____

PHONE #: _____ FAX #: _____ E-MAIL ADDRESS: _____

APPLICANT'S NAME: _____

MAILING ADDRESS: _____

PHONE #: _____ FAX #: _____ E-MAIL ADDRESS: _____



FLOOD INSURANCE RATE MAP (FIRMette) INSTRUCTIONS

These instructions explain how to access and print portions of Flood Insurance Rate Maps (FIRMs), called FIRMettes, using the Federal Emergency Management Agency (FEMA) web site.

Go to www.fema.gov

Select "Flood" under "Types of Disaster"

Select "Flood Maps" under "Disaster Information"

Perform search by entering a physical address into the prompted fields and select "Search by Address"

Select search result item "View" field (magnifying glass)

The MSC Viewer Window will open into a new window

When the panel is visible, use the Zoom tools as needed to select portion of the map.

Select the "Make a FIRMette button. Map must be zoomed out 100% (Maximum).

Select the paper size.

You will see three green boxes.

The large box will identify the portion of the FIRM you want for the FIRMette. The box dimensions are determined by the size of paper you selected in the previous step. Note the colored interior between the green lines, indicating that the box is active. Move the box to see the FIRMette boundaries.

The two smaller boxes are intended to capture the "Title Block" and "North Arrow" portions of the printed FIRMette. You may have to adjust the positions of the smaller boxes to ensure you capture all of the information. Select and position each box separately. Press the appropriate button on the left to make the Title Block or North Arrow active, and then move the box as needed.

To be totally correct, you must include all three print areas. (1) the are of the FIRM you wish to print, (2) the Title Block with panel number and date, and (3) the North arrow and scale.

REMINDER: You must be zoomed completely out in order to activate and move the colored boxes.

Select the format you wish to use in printing – Adobe or Image file. (Adobe is the usual choice)

Select "Save Your FIRMette"

Select "Open". You will see the Adobe version of your final product.

Select "Print" if you intend to print the FIRMette.

Select "Save" if you want to also save a copy of the FIRMette. Do this step after you have received your printed copy.

Printed FIRMettes are legal documents recognized by FEMA, as noted in the statement under the Title Block. A FIRMette can be used for any purpose formerly served by a paper panel.



FLOOD INSURANCE RATE MAP (FIRMette) SAMPLE

