

NATIONAL FLOOD INSURANCE PROGRAM

# **ELEVATION CERTIFICATE**

**AND** 

**INSTRUCTIONS** 

**2015 EDITION** 

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

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, 1800 South Bell Street, Arlington, VA 20598-3005, 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 <a href="https://www.fema.gov/media-library/assets/documents/3539?id=1727">https://www.fema.gov/media-library/assets/documents/3539?id=1727</a>.

## U.S. DEPARTMENT OF HOMELAND SECURITY

Federal Emergency Management Agency National Flood Insurance Program OMB No. 1660-0008 Expiration Date: November 30, 2018

# **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 INSUF	RANCE COMPANY USE	
A1. Building Owner's Name Ed and Janet Leuer					Policy Numl	per:	
A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Company NAIC Number: 921 W Buffalo Trail						AIC Number:	
City State Camp Verde Arizona					ZIP Code 86322		
A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.) 404-18-029							
A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) Residential							
A5. Latitude/Longit	ւude: Lat. <u>3</u> -	4.584276	Long	111.869930	Horizonta	l Datum: 🔲 NAD 1	927 X NAD 1983
A6. Attach at least	2 photograp	hs of the building if th	e Certific	ate is being o	used to obtain floo	d insurance.	
A7. Building Diagra	am Number	6					
A8. For a building	with a crawls	pace or enclosure(s):					
a) Square fool	age of crawl	space or enclosure(s)			745.00 sq ft		
b) Number of p	ermanent flo	ood openings in the cr	awlspac	e or enclosur	e(s) within 1.0 foot	above adjacent gra	de <u>N/A</u>
c) Total net are	c) Total net area of flood openings in A8.b N/A sq in						
d) Engineered flood openings?							
A9. For a building with an attached garage:							
a) Square footage of attached garageN/A_sq ft							
b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade N/A							
c) Total net area of flood openings in A9.b N/A sq in							
d) Engineered flood openings?  Yes  No							
, <b>3</b>							
		CTION B - FLOOD	NSURA	<del>,                                    </del>		ORMATION	
B1. NFIP Communi Unincorporated Yav	•	•		B2. County Yavapai Co			B3. State Arizona
B4. Map/Panel Number	B5, Suffix	B6. FIRM Index Date	Effe	RM Panel ective/ rised Date	B8. Flood Zone(s)	B9. Base Flood El (Zone AO, use	evation(s) Base Flood Depth)
04025C2178	Н	10-16-2015	10-16-2		AE	3,103.4'	
B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9:							
☐ FIS Profile ☑ FIRM ☐ Community Determined ☐ Other/Source:							
B11. Indicate elevation datum used for BFE in Item B9: NGVD 1929 NAVD 1988 Other/Source:							
B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? 🗌 Yes 🗵 No							
Designation Date: CBRS DPA							

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				FOR INSURANCE COMPANY USE		
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 921 W Buffalo Trail				Policy Number:		
City State ZIP Code Camp Verde Arizona 86322		Company NAIC Number				
SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)						
C1. Building elevations are based on: Construent A new Elevation Certificate will be required when C2. Elevations – Zones A1–A30, AE, AH, A (with BF) Complete Items C2.a–h below according to the Benchmark Utilized: ERM:121  Indicate elevation datum used for the elevations in NGVD 1929 NAVD 1988 Of Other Datum used for building elevations must be the second and the indicate elevation floor (including basement, crawn b) Top of bottom floor (including basement, crawn b) Top of the next higher floor c) Bottom of the lowest horizontal structural mend of Attached garage (top of slab)  e) Lowest elevation of machinery or equipment of (Describe type of equipment and location in C) Lowest adjacent (finished) grade next to build	ction Drawings* In construction of the constru	Building Under Construe building is complete.  (with BFE), AR, AR/A, AR/ecified in Item A7. In Puert Datum: 3097.33  h) below.  or the BFE.  re floor) 31  31  31  31	Check 01.60 × 01.60 × 01.60 × 01.60 × 01.20 ×	Finished Construction  A30, AR/AH, AR/AO., enter meters.  the measurement used feet meters		
g) Highest adjacent (finished) grade next to build			02.10	feet  meters		
h) Lowest adjacent grade at lowest elevation of c structural support	deck or stairs, inclu	ding	<u>N/A</u>	feet meters		
SECTION D - SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION						
This certification is to be signed and sealed by a land I certify that the information on this Certificate represe statement may be punishable by fine or imprisonment.  Were latitude and longitude in Section A provided by a Certifier's Name Clint Gillespie  Title Registered Land Surveyor  Company Name Heritage Land Surveying  Address PO Box 3270	nts my best efforts under 18 U.S. Cod	to interpret the data availa de, Section 1001. veyor? Yes No	ble. I under	ify elevation information stand that any false eck here if attachments.  CAND SOLUTION OF THE CONTROL OF THE CO		
City	State	ZIP Code	┤ 〔	unives 9.25.18		
Camp Verde	Arizona	86322	1	xpires <u>9.30.18</u>		
Signature Out Gill.	Date 28 Nov. 17	Telephone (928) 567-9170	Ext.			
Copy all pages of this Elevation Certificate and all attach.  Comments (including type of equipment and location, page 1) Machinery servicing residence is an AC unit located or	per C2(e), if applica	able)	<del></del> ·			

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IMPORTANT: In these spaces, copy the corresp				RANCE COMPANY USE			
Building Street Address (including Apt., Unit, Suite 921 W Buffalo Trail	e, and/or Bldg. No.) o	r P.O. Route and Box N	No. Policy Nun	nber:			
City	State	ZIP Code	Company I	NAIC Number			
Camp Verde	Arizona	86322					
SECTION E – BUILDING FOR 2	G ELEVATION INFO ZONE AO AND ZOI	ORMATION (SURVE) NE A (WITHOUT BFE	( NOT REQUIRE	D)			
For Zones AO and A (without BFE), complete Item complete Sections A, B,and C. For Items E1–E4, enter meters.	ns E1–E5. If the Cert use natural grade, if a	ificate is intended to supavailable. Check the me	pport a LOMA or Le easurement used. I	OMR-F request, in Puerto Rico only,			
<ul> <li>E1. Provide elevation information for the following the highest adjacent grade (HAG) and the low</li> <li>a) Top of bottom floor (including basement, crawlspace, or enclosure) is</li> </ul>	and check the approvest adjacent grade (	LAG).					
•	-	feet	∣meters ∐ abov	e or Delow the HAG.			
<ul> <li>b) Top of bottom floor (including basement, crawlspace, or enclosure) is</li> </ul>		feet [	meters 🗌 abov	ve or Delow the LAG.			
E2. For Building Diagrams 6–9 with permanent flo the next higher floor (elevation C2.b in	ood openings provide			• •			
the diagrams) of the building is		feet  _	meters abov	re or □ below the HAG.			
E3. Attached garage (top of slab) is			meters  abov	ve or below the HAG.			
E4. Top of platform of machinery and/or equipment servicing the building is		feet [		ve or □ below the HAG.			
E5. Zone AO only: If no flood depth number is available, is the top of the bottom floor elevated in accordance with the community's floodplain management ordinance?  Yes  Unknown. The local official must certify this information in Section G.							
SECTION F - PROPERTY	OWNER (OR OWNE	R'S REPRESENTATI	VE) CERTIFICATION	ON			
The property owner or owner's authorized representative who completes Sections A, B, and E for Zone A (without a FEMA-issued or community-issued BFE) or Zone AO must sign here. The statements in Sections A, B, and E are correct to the best of my knowledge.							
Property Owner or Owner's Authorized Representa	ative's Name						
Address	•	City	State	ZIP Code			
Signature		Date	Telephone				
Comments	<u> </u>						
•							
				}			
			☐ Che	eck here if attachments.			

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IMPORTANT: In these spaces, copy the corr	FOR INSURANCE COMPANY USE						
Building Street Address (including Apt., Unit, S 921 W Buffalo Trail	Policy Number:						
City Camp Verde	State Arizona	ZIP Code 86322		Company NAIC Number			
`		INFORMATION (OPTIC	L				
		<u>`</u>		_ <del></del>			
The local official who is authorized by law or or Sections A, B, C (or E), and G of this Elevation used in Items G8–G10. In Puerto Rico only, er	n Certificate. Complet	r the community's floodp e the applicable item(s) ส	olain mana and sign t	agement ordinance can complete below. Check the measurement .			
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-	G3. The following information (Items G4–G10) is provided for community floodplain management purposes.						
G4. Permit Number	G5. Date Permit Is	sued		ate Certificate of ompliance/Occupancy Issued			
G7. This permit has been issued for:	G7. This permit has been issued for:   New Construction  Substantial Improvement						
G8. Elevation of as-built lowest floor (including of the building:	g basement) —		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 loc	cation ner C2(e) if a	onlicable)					
Commente (morading type of equipment and let	22(0); ii uj	opiloabio)					
				Check here if attachments.			

### **BUILDING PHOTOGRAPHS**

### **ELEVATION CERTIFICATE**

See Instructions for Item A6.

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Building Street Address (including a 921 W Buffalo Trail	Policy Number:		
City Camp Verde	State Arizona	ZIP Code 86322	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 Caption South / East side of house (w/ A/C unit shown)

Clear Photo One



Photo Two

Photo Two Caption North / West side of House

Clear Photo Two