MUNICIPALITY: _____   **NAME/TITLE:** _____

1. FLOODPLAIN IDENTIFICATION AND MAPPING

Requirement	Recommended Action	Yes/No	Comments
a. Does the municipality maintain accessible copies of an effective Flood Insurance Rate Map (FIRM)/Digital Flood Insurance Rate Map (DFIRM)? Does the municipality maintain accessible copies of the most recent Flood Insurance Study (FIS)?	Place these documents in the local libraries or make available publicly.		
b. Has the municipality adopted the most current DFIRM/FIRM and FIS?	State the date of adoption, if approved.		
c. Does the municipality support request for map updates?	If yes, state how.		
d. Does the municipality share with Federal Emergency Management Agency (FEMA) any new technical or scientific data that could result in map revisions within 6 months of creation or identification of new data?	If yes, specify how.		
e. Does the municipality provide assistance with local floodplain determinations?	If yes, specify how.		
f. Does the municipality maintain a record of approved Letters of Map Change?	If yes, specify the responsible office.		

2. FLOODPLAIN MANAGEMENT

Requirement	Recommended Action	Yes/No	Comments
a. Has the municipality adopted a compliant floodplain management ordinance that, at a minimum, regulates the following:	If yes, answer questions (1) through (4) below.		
(1) Does the municipality issue permits for all proposed development in the Special Flood Hazard Areas (SFHAs)?	If yes, specify the office responsible.		
(2) Does the municipality obtain, review, and utilize any Base Flood Elevation (BFE) and floodway data, and/or require BFE data for subdivision proposals and other development proposals larger than 50 lots or 5 acres?	If yes, specify the office responsible.		
(3) Does the municipality identify measures to keep all new and substantially improved construction reasonably safe from flooding to or above the BFE, including anchoring, using flood-resistant materials, and designing or locating utilities and service facilities to prevent water damage?	If yes, specify the office responsible.		
(4) Does the municipality document and maintain records of elevation data that document lowest floor elevation for new or substantially improved structures?	If yes, specify the office responsible.		
b. If a compliant floodplain ordinance was adopted, does the municipality enforce the ordinance by monitoring compliance and taking remedial action to correct violations?	If yes, specify how.		
c. Has the municipality considered adopting activities that extend beyond the minimum requirements? Examples include:	If yes, specify activities.		

• **Participation in the Community Rating System**			
• **Prohibition of production or storage of chemicals in SFHA**			
• **Prohibition of certain types of structures, such as hospitals, nursing homes, and jails in SFHA**			
• **Prohibition of certain types of residential housing (manufactured homes) in SFHA**			
• **Floodplain ordinances that prohibit any new residential or nonresidential structures in SFHA**			

3. FLOOD INSURANCE

Requirement	Recommended Action	Yes/No	Comments
a. **Does the municipality educate community members about the availability and value of flood insurance?**	If yes, specify how.		
b. **Does the municipality inform community property owners about changes to the DFIRM/FIRM that would impact their insurance rates?**	If yes, specify how.		
c. **Does the municipality provide general assistance to community members regarding insurance issues?**	If yes, specify how.		