



**The Long (very long) and
Winding (very winding) Road
of CRS Verification Visits....**

**Coastal Virginia CRS Workgroup
May 31, 2017**

1. In January 2015, Christina contacted all the localities that were scheduled for Verification that year so that she could set up her calendar for the visits.
2. Ours was set for **9/25/2015**.
3. I sent all of the initially requested documentation to Christina electronically **4 weeks** before the visit.
4. We had a prep call with her about **2 weeks** before our visit. She outlined the things we were going to go over and what we needed to submit during the visit.
5. She took notes and sent this follow-up list by email at the end of the call.

Portsmouth, VA	
Current Class 9: Move to an 8 to 7 possibly	
	Item Completed Already
Activity	Item
213 - Program Data Table	Complete Lines 6, 13, 14, 15 (Only 100-year and deduct bodies of surface water over acres & federally owned)
CC-230	Form completed and signed by the City Manager
310 - Elevation Certificates	Back to September 1, 2009 to July 31, 2015
	List of all permits issued for new construction and substantial improvement in the SFHA (100-year) through 9-1-2009 to 7-31-2015
	Finished Construction Elevation Certificates for permits on the list.
320 - Map Information Services	Copy of a log page from 2015 and one other year since 2009 (if possible) **2015 is in digital materials given to Christina
	Christina has a digital copy of the publicity piece in the digital materials
	Copy of the distribution list for the banks, lenders and insurance agents
	During the meeting we will mark up the publicity and the log to reflect the new requirements to make drafts for the file.
330 - Outreach Projects	Gather a copy of materials on display at public building
	"No Dumping" Picture
	We will discuss the video broadcast - Check if it is on the YouTube channel or if you can get a DVD
	Get additional info on the webinars hosted or sent out via the public relations department.
	Make a plan during the visit for outreach projects moving forward
340 - ODR	Two examples of plats showing the 100-year sfha
	A copy of the regulation that requires the flood info on the plat
350 - LIB	Double check the correct materials are there.
	Visit page 350-3 in the manual to see what to order.
410 - New Study	We will cover this in the meeting.
420 - Open Space	Do a general evaluation to decide if you should make an open space inventory to apply for the credit and we will discuss at the meeting
	If you have enough and want to get credit create an inventory list, how many acres does each one represent and put them on a map.
430 - Higher Reg Standards	Copy of Ordinance
	List of CFMs and anyone who took 273 or 278 - Get certificates copies (Activity 430 RA1)
	Building Code Adopting Resolution
	What is the date the new ordinance went into effect? August 3rd, 2015. FRB was 1.5 previous to that.
440 - Additional Map Data	Lists of creditable layers are on 440-4 & 440-5
AMD 1	SFHA
	Corp Boundaries
	Streets
	Parcels
AMD 2	Building Locations: Footprints or Aerials
AMD 3	Floodways or Coastal V-Zones
AMD 4	BFEs
AMD 5	Show A, AE, V-Zone to show attributes
AMD 6	Show mapped 500-year
AMD 7	Ask around about a natural hazard layer could qualify for this.
AMD 8	Show 2' Contours
AMD 9	DO NOT HAVE - Parcel Viewer Attribute Table with Flood Info
AMD 10	Do you have the maps digitized previous to the 2009 maps? If so give us a map that has those and the 2009 maps. (1983 Maps)
AMD 11	Zoning
AMD 12	Wetlands - USE CHES BAY RES PROT LAYER
AMD 13	Not available
BMM	Check on status of benchmarks. Are they 1st or 2nd Vertical Order, A or B stability rating, within 1 mile of floodplain and recovered in the last five years
450 - Stormwater	Get questionnaire/checklist completed
	Supporting Examples
	Impact Adjustment Map - Christina will send an example of good map
501 - Repitive Loss Maps	Christina will get updated Rep Loss List
	Go through the list and make sure they are still valid. Make corrections as needed.
	Update the rep loss areas
	Update inventory areas for mailing
	we will be updating the letter for activity 330 already
510 - FMP	Christina has the new info
	From the website get the new checklist, complete the checklist and get me a copy of the signed adopting resolution.
	We need to get a copy of the FEMA approval letter with the date of expiration when it arrives.
610 - Flood Threat Recog	Get checklist Completed by the emergency management person (you guys can decide if you want to apply for these points)
630 - State Dam Safety	Christina will check with State

1. About 10 days before our visit, Christina asked if we could move our visit up from Friday to Wednesday. **Fun!**
2. Luckily, I had almost everything already together and we were able to accommodate this change.
3. The visit lasted literally all day. Christina was very detailed and very helpful in listing and finding activities for us to get credit.
4. As she tallied the points up during the visit, she said we were in the **Class 7 range** which we hadn't expected going into it.
5. At the end of the visit, Christina emailed us this list of follow up items.
6. She gave us a deadline of **11/2/15** to submit the rest of the information.
7. I sent all of it electronically on **10/27/15**.

Activity	Item Notes and/or Needed
CC-213	Need Signed Copy
	Check on EC for 2315 Peach Street: Only an under construction certificate and no mechanicals.
	Check on EC for 515A Hamilton Avenue regarding C2e for the AC pad elevation.
	Check on EC for 611 Sixth Street for getting "NA" in the C2 section.
	Check on EC for 710 7th Street for getting a benchmark for the correction sheet.
	Check on EC for 118 Sandpiper Road as finished construction, vent certificates and benchmark info.
	Check on EC for 2817 Elm Avenue for A9d, C2 Conversion/Comments "NA" and C2e Mechanicals
	Check on EC for 2404 Sterling Point Drive for final certificate, vent info and C2e Mechanicals
	Check on EC for 110 Allen Road for page 2.
	Check on EC for 112 Allen Road for page 2.
320 MIS	Revised copy of log that will be used.
	Revised copy of the outreach that will be used next time.
330 OP	OP #1 - Get Revised Copy of RL Letter
	Check with French on PPI
350 WEB	Christina will review website.
410 Increa	Map showing:
	2009 100-year zone in one shade
	2015 100-year zone in another shade overlaid
	Notating where the two overlap because that is where the BFE increased
	How many acres of SFHA had an increased BFE?
420 OSP	Number sites on the map/list
	Revise names for Beaton, Crawford and Portside (Notate they are greenspace).
430 RA	Memo regarding role of CFM if elig to description of 430 RA as described in 1b on page 430-41.
440 FM	Copy of cover o f2009 FIS
	Copy of cover of 2009 Index Map
440 BMM	Memo from surveyor revised to include his number
450 SMR	Memo/email stating that no watershed drains into or through you so no one else impacts
	Completed Checklist and Supporting Documentation
500 RL	Update the letter and provide the draft of what you will send in 2016

1. Never heard anything back from Christina.
2. On **8/10/16** (almost a year later), Scott Cofoid emailed me and said that he was going to be finishing our Verification.
3. He sent me a long list of documentation that he needed. I emailed back telling him that I had already submitted everything that was on the list.
4. He said he would call me by phone the next Wednesday (a week later).
5. On **8/30/16** (20 days later), he emailed me back apologizing for not calling and we finally spoke on the phone the next day (which was 3 weeks from his initial contact).
6. I electronically re-sent to Scott the documentation I had sent to Christina. He seemed to have been missing the follow-up documentation I sent after our visit with her.
7. On **10/25/16**, we received our final score and letter from Scott. The list on the left is **highlighted** showing where we received the most points.

Activity	Element	Credited Points	Max
310	EC-Keeping ECs since joining CRS	35	38
320	MI1-Providing FIRM information to inquirers	30	
	MI2-Additional FIRM Information (floodway)	20	90
	MI3-Other problems not shown on the FIRM		for
	MI4-Flood Depths	20	whole
	MI5-Special Hazards		Activity
	MI7-Natural Floodplain Functions	20	
330	OP-outreach projects	169	200
	PPI-Program for Public Information		1.4x
	STK-Stakeholder Delivery		1.3x
340	ODR-Other disclosure requirements	5	25
350	LIB-FEMA documents in the Library	8	10
	WEB1-Flood information on your website covering 6 Topics	32	36
	WEB2-Warning, safety, evacuation info	10	10
	WEB3-Real-time river gage link	10	10
	WEB4-posting ECs on website		20
420	OSP-open space preservation	145	1450
	DR-OS properties with deed restrictions		50
430	DL1-Development Limitations (prohibit fill)		280
	DL2-Development Limitations (prohibit buildings)	9	1,000
	DL3-Development Limitations (prohibit storage)	18	50
	FRB-freeboard	253.13	500
	CS1-cumulative substantial improvement	81	90
	BC1-Building Codes	48	50
	BC2-BCEGS Classification	20	50
	LDP-local drainage protection	10	120
	MHP-manufactured home park regulations		15
	CAZ-coastal A-Zone regulations	225	650
	SHR-special hazards regulations		100
	OHS-other higher standards		100
	SMS-state mandated standards	7.8	20
	RA-regulations administration (staff that are CFMs, insps.)	25	67
440	AMD-overlay map for FIRM or GIS layers	126	160
	FM-FIRM maintenance	12	15
	BMM-benchmark maintenance program		27
450	SMR-stormwater management regulations	65.80	380
	WMP-watershed master plan		315
	ESC-erosion and sedimentation control standards	30	40
	WQ-water quality regulations (BMPs)	20	20
510	FMP-floodplain management plan	255	382
	RLAA-rep loss area analysis		140
	SRC-storm ready community		25
710	CGA-County Growth Rate (multiply 400 Series pts. by CGR) (1,096 x 1.00 = 1,096)	1.00 1,096	1.50
	Total	1710	
	CRS Class	7	
	Previous Score	860 – Class 9	

320 – Map Information Service

		Credit Points Received	Max Points
320	MI1-Providing FIRM information to inquirers	30	
	MI2-Additional FIRM Information (floodway)	20	90
	MI3-Other problems not shown on the FIRM		for
	MI4-Flood Depths	20	whole
	MI5-Special Hazards		Activity
	MI7-Natural Floodplain Functions	20	

We received 90 points.

330 – Outreach Projects

		Credit Points Received	Max Points
330	OP-outreach projects	169	200
	PPI-Program for Public Information		1.4x
	STK-Stakeholder Delivery		1.3x

We received 169 points.

350 – Flood Protection Information

		Credit Points Received	Max Points
350	LIB-FEMA documents in the Library	8	10
	WEB1-Flood information on your website covering 6 Topics	32	36
	WEB2-Warning, safety, evacuation info	10	10
	WEB3-Real-time river gage link	10	10
	WEB4-posting ECs on website		20

We received 60 points.

420 – Open Space Protection

- This activity has a maximum of 1450 points.
- We produced a series of fairly simple maps and a simple analysis showing that we were preserving approximately **10 percent** of our SFHA.
- We received 145 points.

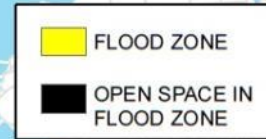


OPEN SPACE IN FLOOD ZONE

Portsmouth, Virginia



MAP 3



MAP 2



MAP 1

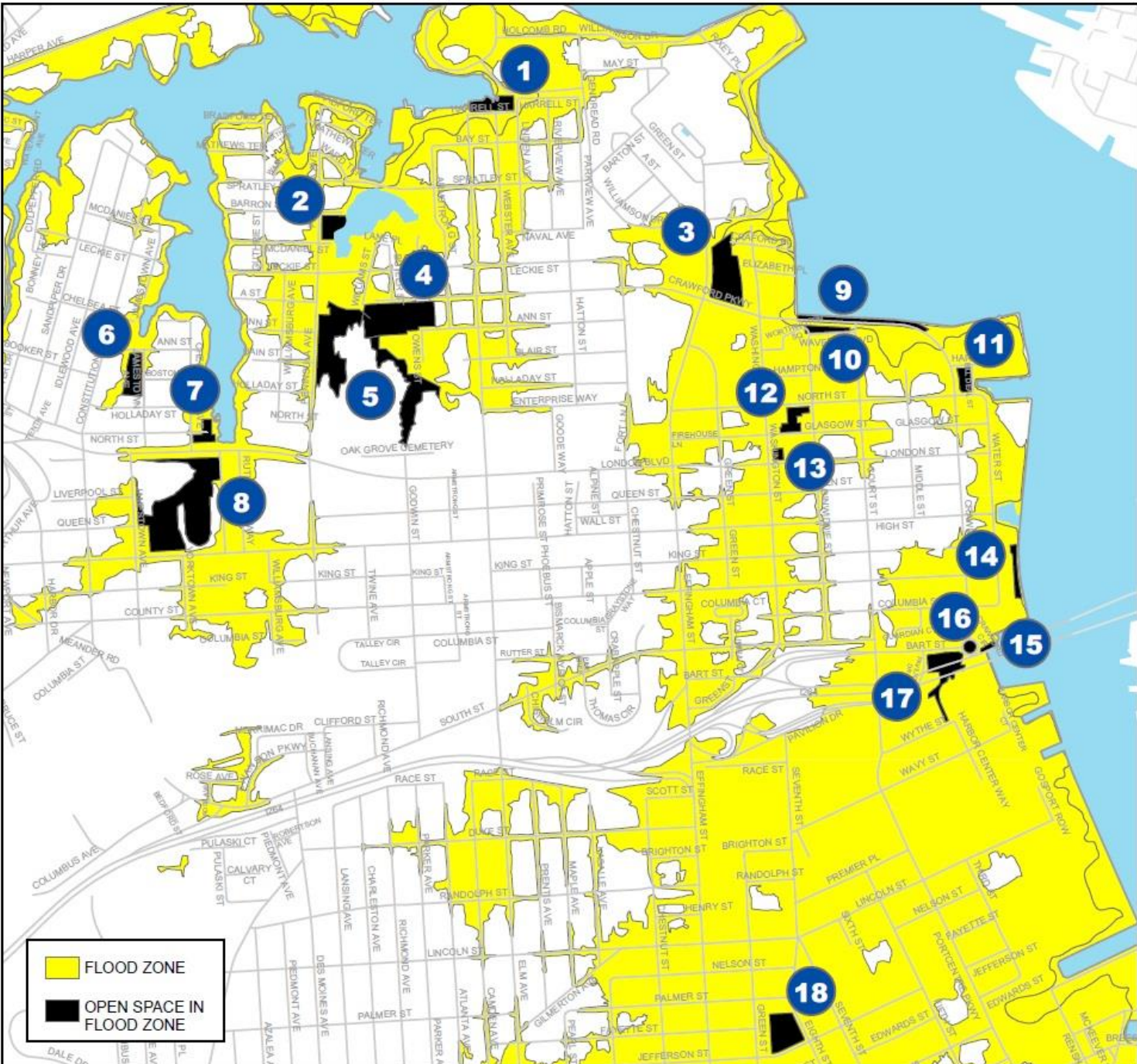


MAP 3

Open Space in Flood Zones

Portsmouth, Virginia

Map 1



Name/Address	Acres in Flood Zone
1 Crab Shack Park 1128 Harrell Street	1.33
2 Owens Creek Park 1530 McDaniel Street	1.35
3 Fort Nelson Park 700 Crawford	3.23
4 Parkview Soccer Field 1401 Crawford Parkway	4.18
5 Oak Grove Cemetery 225 Peninsula Avenue	7.38
6 Shea Terrace Park 250 Jamestown	1.32
7 Scotts Creek Park 1822 North St	0.64
8 Norcom Ballfields 1801 London Blvd	8.43
9 Crawford Bay Park 200 Block Crawford Pkwy	1.72
10 Waverly Park 410 Waverly Blvd	0.49
11 Portside Park Green Space 2 Harbor Court	0.58
12 North and Dinwiddie Park 509 North Street	0.85
13 Washington and London Park 417 Washington Street	0.24
14 Seawall Berm Green Space 0 Water Street	0.53
15 City Hall Green Space 801 Crawford Street	0.17
16 Crawford Circle Green Space 0 Crawford Circle	0.25
17 Festival Park 16 Crawford Circle	1.90
18 Eighth & Jefferson Park 0 Jefferson Street	2.02
Total Acres	36.62

430 – Higher Regulatory Standards

		Credit Points Received	Max Points
430	DL1-Development Limitations (prohibit fill)		280
	DL2-Development Limitations (prohibit buildings)	9	1,000
	DL3-Development Limitations (prohibit storage)	18	50
	FRB-freeboard	253.13	500
	CSI-cumulative substantial improvement	81	90
	BC1-Building Codes	48	50
	BC2-BCEGS Classification	20	50
	LDP-local drainage protection	10	120
	MHP-manufactured home park regulations		15
	CAZ-coastal A-Zone regulations	225	650
	SHR-special hazards regulations		100
	OHS-other higher standards		100
	SMS-state mandated standards	7.8	20
	RA-regulations administration (staff that are CFMs, insps.)	25	67

We received 697 points.

440 – Flood Data Maintenance

		Credit Points Received	Max Points
440	AMD-overlay map for FIRM or GIS layers	126	160
	FM-FIRM maintenance	12	15
	BMM-benchmark maintenance program		27

- We provided screenshots of our GIS system showing the different data layers that we have available for our use.
- Flood zones (current and previous), streets, parcels, building footprints, zoning, CBPA, LIMWA, etc.
- Note that these layers do not have to be accessible to the public to receive points.
- We also provided copies of the index pages and FIS covers for the previous FIRMs that we have on file. Not a lot of points but easy to do.
- We received 138 points.

450 – Stormwater Management

		Credit Points Received	Max Points
450	SMR-stormwater management regulations	65.80	380
	WMP-watershed master plan		315
	ESC-erosion and sedimentation control standards	30	40
	WQ-water quality regulations (BMPs)	20	20

We received 116 points.

510 – Floodplain Management Planning

As mentioned before, we received 255 points for our Floodplain Management Plan.

Lessons Learned

- We ended up with **1710** points. Previously, we had **860** points.
- We increased from **Class 9** to **Class 7**.
- Being organized with the documentation **really, really** helps the process go more smoothly.
- Some of it **seems** very complicated and some of it **is** very complicated. Other parts seemed complicated at first but were manageable once we got into them.
- The largest volume of points we received were in the Higher Regulatory Standards (which includes Freeboard and the LiMWA/Coastal A Zone) and the Floodplain Management Plan. And then Outreach Projects.
- Don't stress over items with low point values if it's difficult for you to get the documentation for them. Just move on.
- Moral of the story ... if Portsmouth can get to a Class 7, everyone else should be able to. 😊 Even if it can be a **royal pain** at times.

Overall timeline

- January 2015 – initial contact with Christina for scheduling
 - Late August 2015 – sent initial documentation to Christina
 - Early Sept 2015 – prep call for visit
 - Late Sept 2015 – Verification Visit
 - October 2015 – sent follow-up documentation to Christina
 - Late December 2015 – when we expected to get our score
-
- Early August 2016 – initial contact from Scott Cofoid
 - Late August 2016 – re-sent follow-up documentation to Scott
 - Late October 2016 – received final letter from Scott with score
 - May 1, 2017 – new classification (and discounts) go into effect

I think this represents the usual expected timeframe

PPI

Note on PPI, I sent a draft of the PPI that we created to Christina in August 2015. She said that we had to send it through her to get it to French Whetmore. I never received any response back on it despite asking her about it in email a month later and bringing it up again during our visit. So ... there's that ... and we ended up fine without it.

Questions?

