Submission of Appeals and Comments on Preliminary FIRMs

Overview

The Federal Emergency Management Agency (FEMA) has released preliminary Flood Insurance Rate Maps (FIRMs) and accompanying Flood Insurance Study (FIS) reports showing updated flood hazard data for certain communities in Erie County and Niagara County, New York. Local officials and residents have the opportunity to identify concerns before the FIRMs and FIS reports are adopted by the community and become the basis of floodplain management, development, and flood insurance requirements. Feedback can be provided any time after the release of the preliminary FIRMs until the end of a statutory 90-day appeal period.

What is the statutory appeals process?

Whenever FEMA issues preliminary FIRMs and FIS reports that involve changes to flood hazard information, a statutory 90-day appeal period is required. During this period anyone can submit information that shows the proposed flood hazards or other information on the preliminary FIRM or in the FIS report is not correct. The appeals process is part of the regulatory mapping process outlined in Title 44, Chapter I, Part 67 of the Code of Federal Regulations.

Each submittal received is categorized as an appeal or comment based on the nature of the concern, the type of information provided to support the concern, and when it was received. If warranted, the preliminary FIRM and/or FIS report will be updated before it is finalized based on the feedback provided. To learn more, visit the Region II Appeal Period page.

Submitting Feedback on the Preliminary FIRMs Online

The Preliminary Flood Map Feedback Portal was developed by the FEMA Region II office to support the appeals process. The Portal allows local community officials and members of the public to submit feedback on the preliminary FIRMs and FIS reports and track the status of requests.

Local community officials also have the responsibility to review and provide their input on the feedback received from members of the public that affect their community prior to FEMA review. They can also view and track the status of all requests received that affect their community.

While the Portal is intended to make the submittal and tracking of feedback easier for everyone, its use is optional.

Alternate Ways to Submit Feedback on the Preliminary FIRMs

If a community official or member of the public prefers not to use the Portal to submit an appeal or comment, they may use the methods listed below instead. It is recommended that the form provided at the end of this document be included with each request.

- If the Portal is not used, residents and other members of the public must provide their feedback directly to their community officials (either the community Chief Executive Officer or the Floodplain Administrator), who will submit the information directly to FEMA. Contact your local community to find out who the appropriate contact is for your jurisdiction.

Failure to submit directly to the appropriate community officials may affect appellant rights related to the request, such as the opportunity to request that a Scientific Resolution Panel review the information.

- If the Portal is not used, local community officials should provide their feedback (and any feedback received from the public) directly to one of the following addresses.

For submittal by standard mail:

Attention: Robert J. Schaefer, P.E., P.P., C.M.E.
Senior Civil Engineer and Mapping Lead
FEMA Region II Mitigation Division
26 Federal Plaza
New York, New York 10278

For submittal by FedEx, UPS, or other overnight delivery services:

Attention: Robert J. Schaefer, P.E., P.P., C.M.E.
Senior Civil Engineer and Mapping Lead
FEMA Region II Mitigation Division
1 World Trade Center
285 Fulton St
52nd Floor – Mail Room
New York, New York 10007

If a local community official chooses to use the Portal, but receives feedback from a member of the public outside of the Portal, it is recommended that the feedback be forwarded directly to FEMA Region II at Robert.Schaefer@fema.dhs.gov for entry of the submittal into the Portal.

Learn More About the Appeal Period

Visit the Region II Appeal Period page to learn more about the appeal period, including appeal period start and end dates for specific communities, data submittal requirements, timelines, and more.

APPEAL/COMMENT SUBMISSION FORM

SUBMITTER INFORMATION		
Full Name(s):		
Company/Organization/Entity (if applicable):		
Mailing Address:		
City:	State:	ZIP Code:
Telephone:	E-mail:	

SITE INFORMATION		
Site Description:		
Address or Nearest Intersection:		
Community:	County/Borough:	State:
Affected FIRM Panel(s):		
Flooding Source(s):		

NATURE OF CONCERN

Refer to FEMA's publication: *Criteria for Appeals of Flood Insurance Rate Maps available through http://www.region2coastal.com/appeal. Note that your request will be categorized as an appeal or comment based on the nature of the request, the supporting information provided, and whether or not the request was received during the statutory 90 day appeal period.*

My concern is with:

- ☐ Proposed Base Flood Elevations (BFEs)
- ☐ Proposed Flood Depths
- ☐ Proposed Special Flood Hazard Area (SFHA) Boundaries
- ☐ Proposed Regulatory Floodway Boundaries
- ☐ Proposed SFHA Zone Designations

OR

- ☐ Street/Road Name(s)
- ☐ Flooding Source Name(s)
- ☐ Jurisdictional Boundaries
- ☐ Other _____

General Description of feedback:

SUPPORTING DOCUMENTATION

Refer to FEMA's publication: *Criteria for Appeals of Flood Insurance Rate Maps available through http://www.region2coastal.com/officials.*

The following documentation is being submitted to support this request:

- ☐ Hydrologic or Hydraulic Analyses
- ☐ Coastal Analyses
- ☐ More Detailed Topographic Data
- ☐ Revised Floodplain Mapping
- ☐ Revised Flood Insurance Study Information
- ☐ Other _____

CONFIRMATION AND SIGNATURE

I, the undersigned, attest that all of the above is true and accurate to the best of my knowledge.

Name:_____

Date:_____