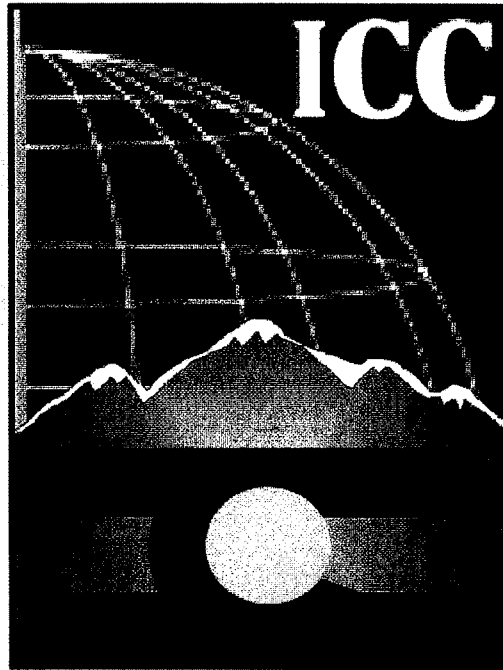


INTERNATIONAL
CODE COUNCIL



COLORADO CHAPTER

Appendix 7
FEMA

Federal Emergency Management Agency
Federal Insurance and Mitigation Administration

REGION VIII OFFICE:

**12420 West 20th Avenue
Lakewood, CO 80215**

**Office: 303-275-3475
Fax: 303-275-3471**

FEMA FLOOD MAP STATE KITS:

**FEMA Map Service Center
PO Box 1038
Jessup, MD 20794-1038
1-800-358-9616**

APPENDIX 7 INDEX

- >FEMA Contact Info
- >FEMA Map Service Center FAQ's
- >User's Guide to Tech Bulletins



Help and Frequently Asked Questions (FAQ)

Getting Started - Registering.
Three Ways to Shop for Products.
Adding to, Removing from or Updating Items in the Cart.
Checking Out: Entering billing and shipping information.
Checking Out: Entering credit card information.
Accessing the Digital Post Office.

Frequently asked questions:

- How do I find the flood map for my address?
- How do I find all the maps for my community or county?
- How do I make a FIRMette?
- What is a map, study or NFIP kit?
- I forgot my logon ID, how can I access my account?
- I forgot my password, how can I access my account?
- How do I get on the map or study revision list for a community or county?

Getting Started - Registering.

All customers wishing to make purchases at the FEMA Flood Map Store are required to register. Registering allows you to create an account that will store your address(es) so that you do not have to reenter this information on future visits. Registering also allows you easy access to previous orders in My Account and access to the Digital Post Office.

In registering, you are asked to provide your email address as a user ID and to provide a password for verification. The password is case sensitive. Please remember this information, as it is required for access to the Digital Post Office. After registration, you simply logon for future visits to the store.

If you already have a customer account at Map Service Center, your FEMA Store account is different. You will still need to register and keep track of your FEMA Store login ID and password. There is a place on the registration form where you can enter your current Map Service Center customer ID. Providing your current MSC customer ID will assist us in processing and referring to your order more quickly and will make sure we can associate your online purchases with your existing account.

[top.](#)

Three Ways to Shop for Products.

The FEMA Store presents three ways to shop for FEMA and NFIP products:

- The Catalog allows you to find products associated with a particular state, county or community. Nationwide products are also included in the catalog. To find the products for a particular jurisdiction, simply start by clicking the product type. Then follow the selection boxes down to the desired jurisdiction. If you would like all the products for a particular jurisdiction then select the "Get Kit" option. A FEMA-issued flood map kit contains all the flood maps for that particular jurisdiction. A FIS kit contains all the FIS study volumes and floodway maps (if available) for that particular jurisdiction. Simply add the kit to the cart. The total price of all the kit items will appear in the cart. Some study kits are too large to order on-line and will have to be ordered through phone, fax or email.
- Map Search allows you to view and select a map product geographically. Types of map products available from Map Search include Public Flood Maps, Q3 and Q3 CBRA, Flood Map Status (Single Issue or Yearly Issue), and Community Status Books (Single Issue or Yearly Issue). Users can locate a particular flood map product by using the interactive map interface, or by simply typing in an address or a pair of latitude-longitude coordinates. The result of your selection will be sent to the shopping cart automatically.
- Quick Order is aimed at the Map Service Center customers who are familiar with FEMA products. Quick Order allows you to enter in map panel IDs and quickly search the database for corresponding map panels for paper copies or digital copies on-line or CD-ROM. Product IDs must be entered with no spaces within the ID number. Quick Order also allows you to enter in a County FIPS Code and / or a FEMA Community ID and order the map or study kits for that jurisdiction.

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Adding to, Removing from or Updating Items in the Cart.

Adding an item to the cart is simply a matter of clicking "Add to Cart" where the icon and link appear. You can remove an item from the cart simply by clicking "Remove from Cart" when viewing the cart's contents. If you would like to order more than one item simply change the number under the Quantity column to the desired number and click "Refresh Cart" or anywhere in the page margins.

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Checking Out: Entering billing and shipping information.

If you are a registered shopper, simply logon before the shipping and billing page appears. If you are not registered and wish to become so simply click the "Register" link at the shipping and billing page. After registering, your address (es) will appear in the drop down selection box next to Select an Address. You can also enter in additional addresses at this stage or update a previously entered address. If you are an unregistered shopper, click to enter an address link and fill out the required information. Only one shipping and billing address is permitted with each order.

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Checking out: Entering credit card information.

The final step in the shopping process is to enter in your credit card number, credit card expiration date and name on the card. The Map Service Center only accepts MasterCard, VISA or American Express. Before clicking "Place Order" make sure that your order is correct. You will be provided with three attempts at entering your credit card information. After a third failed attempt, you will be logged out and returned to the Welcome Page. Once you have clicked Place Order you will not be able to stop the order from being processed. Please only click the Place Order button once. If you are a registered customer you can view the contents of previous orders from the "My Account" link. Unregistered customers can access previous orders by entering their email address in the box provided under "My Account".

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Accessing the Digital Post Office.

After purchasing on-line versions of products, you can access the Digital Post Office directly from the Order Thank You Page. You can also access the Digital Post Office from the upper right link in the navigation bar at the top. And you can access the Digital Post Office from the My Account page. (You must be logged in to access the Post Office.) Once one of these links is clicked, the Digital Post Office will open automatically and retrieve the products you have ordered within the last 10 days. From the "Mail Box" you can view, print or save the file.

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Frequently asked questions:

- **Q. How do I find the flood map for my address?**

A. Under U.S. Street Names within Map Search, enter your address in the boxes provided. Be as precise as you can in entering the full address: street address, city, state or zip code. Click the "Find" button and the window should change to confirm the correct address. If you get a response that says "Unknown Street Address" check to make sure that you have entered in the information correctly and retry. Then click the "Search" button. You will be presented a list of results. The FEMA Issued Flood Maps are selected by default.

Your address may fall within an area that is unmapped or a panel that is not printed. If so the information retrieved on the results page will indicate so.

top.

- **Q. How do I find all the maps for my community or county?**

A. Under the "Catalog" button select "FEMA Issued Flood Maps." Then use the selection boxes that pop up to find the jurisdiction you are interested in. Once you have found the appropriate jurisdiction select "Get Kit" to retrieve the map kit for that jurisdiction. The kit will contain all the maps for that particular jurisdiction.

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- **Q. What is a map, study or NFIP kit?**

A. A kit contains all the products of a particular type for a jurisdiction. A FEMA Issued map kit will contain all the maps for the jurisdiction selected. A Flood Insurance Study (FIS) Study kit will contain all the studies for a jurisdiction. A FIS is only sold as a kit as you must purchase all of the entire study components together. This includes the FIS study volumes and floodway maps (FBFM) if available. A National Flood Insurance (NFIP) manual kit contains the different components that are contained within the Standard Manual or the Producer's Edition manual. Like the FIS Study kit, you must purchase all the NFIP kit components together.

top.

- **Q. I forgot my user ID, how can I access my on-line account?**

A. Your user ID is your full email address.

top.

- **Q. How do I make a FIRMette?**

A. For detailed instructions on making a FIRMette, refer to the FIRMette Tutorial.

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- **Q. I forgot my password, how can I access my account?**

A. If you have forgotten your password you may request that it be mailed to the email address you use as a user ID. Go to the Login screen and follow instructions to have your password emailed to you.

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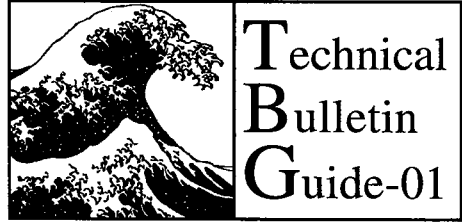
- **Q. How do I get on the revision list for a community or county?**

A. When ordering a map kit for a particular jurisdiction, click the revision list checkbox that is presented along with the kit information. You can also select this when you are viewing the shopping cart. Once clicked, a minimum of \$1500 is added to a deposit account to ensure that you receive revised maps for the area you have selected. You can increase this amount by multiples of \$500. If you are ordering a jurisdiction with lots of maps, please consider adding more to the minimum fee so that there will be enough to process a large revision. As new maps or studies are issued for that community, the cost will be deducted from the deposit account that you have established.

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FEMA Map Service Center, P.O. Box 1038 Jessup, Maryland 20794-1038 Phone: (800) 358-9616



User's Guide to Technical Bulletins

Including Key Word/Subject Index



FEDERAL EMERGENCY MANAGEMENT AGENCY
MITIGATION DIRECTORATE

FIA-TB-0
(5/01)

TECHNICAL BULLETIN GUIDE-01

User's Guide to Technical Bulletins Including Key Word/Subject Index

The User's Guide

This User's Guide is intended to assist those using the Technical Bulletins issued by the Federal Emergency Management Agency (FEMA), Mitigation Directorate. This guide contains a Key Word/Subject Index that identifies topics contained in the Technical Bulletins regarding the National Flood Insurance Program (NFIP). Reference sources and information about ordering additional NFIP publications are also provided.

The Technical Bulletins

The Technical Bulletins provide guidance concerning the building performance standards of the NFIP, which are contained in Title 44 of the U.S. Code of Federal Regulations at Section 60.3. The bulletins are intended for use primarily by state and local officials responsible for interpreting and enforcing NFIP regulations and by members of the development community, such as design professionals and builders. New bulletins, as well as updates of existing bulletins, are issued periodically, as necessary. The bulletins do not create regulation; rather, they provide specific guidance for complying with the minimum requirements of existing NFIP regulations. Users of the Technical Bulletins who need additional guidance concerning NFIP regulatory requirements should contact the appropriate FEMA Regional Office (see page 6).

Comments on the Technical Bulletin Series should be addressed to:

Federal Emergency Management Agency
Mitigation Directorate
Program Policy and Assessment Branch
500 C Street, SW.
Washington, DC 20472

Copies of the Technical Bulletins can be obtained from the FEMA Regional Office that serves your area (see page 6). In addition, Technical Bulletins and other FEMA publications can be ordered from the FEMA Publications Service Center at 1-800-480-2520. The Technical Bulletins are also available at the FEMA web site at www.fema.gov.

It should be noted that Technical Bulletins provide guidance on the minimum requirements of the NFIP regulations. Community or State requirements that exceed those of the NFIP take precedence. Design professionals should contact the community to determine whether more restrictive local or State regulations apply to the building or site in question. All applicable standards of the State or local building code must also be met for any building in a flood hazard area.

Available Technical Bulletins

As of August 2000, the following Technical Bulletins are available:

Guide-01 User's Guide to Technical Bulletins

Provides a list of available technical bulletins, a key word/subject reference index for all the bulletins, and information about how to obtain copies of the bulletins.

1-93 Openings in Foundation Walls

Provides guidance on the NFIP regulations concerning the requirement for openings in below-Base Flood Elevation (BFE) foundation walls for buildings located in Zones A, AE, A1, A30, AR, AO, and AH.

2-93 Flood-Resistant Materials Requirements

Provides guidance on the NFIP regulations concerning the required use of flood-damage resistant construction materials for building components located below the BFE in Special Flood Hazard Areas (SFHAs)—both A zones and V zones.

3-93 Non-Residential Floodproofing – Requirements and Certification

Provides guidance on the NFIP regulations concerning watertight construction and the required certification for floodproofed non-residential buildings in Zones A, AE, A1-A30, AR, AO, and AH whose lowest floors are below the BFE.

4-93 Elevator Installation

Provides guidance on the NFIP regulations concerning the installation of elevators below the BFE in SFHAs—both A and V zones.

5-93 Free-of-Obstruction Requirements

Provides guidance on the NFIP regulations concerning obstructions to flood waters below elevated buildings and on building sites in Coastal High Hazard Areas (Zones V, VE, and V1-V30).

6-93 Below-Grade Parking Requirements

Provides guidance on the NFIP regulations concerning the design of below-grade parking garages beneath buildings located in Zones A, AE, A1-A30, AR, AO, and AH.

7-93 Wet Floodproofing Requirements

Provides guidance on the NFIP regulations concerning wet floodproofing of certain types of structures located in Zones A, AE, A1-A30, AR, AO, and AH.

8-96 Corrosion Protection for Metal Connectors in Coastal Areas

Provides guidance on the need for, selection of, and use of corrosion-resistant metal connectors for the construction of buildings in coastal areas.

9-99 Design and Construction Guidance for Breakaway Walls Below Elevated Buildings in Coastal Areas

Provides prescriptive criteria for the design and construction of wood-frame and masonry breakaway walls compliant with NFIP regulatory requirements.

10-01 Ensuring That Structures Built on Fill In or Near Special Flood Hazard Areas Are Reasonably Safe From Flooding

Provides regulatory and technical guidance concerning the construction of buildings with various types of foundations, including basements, in areas removed from the SFHA through the placement of fill and in areas near the SFHA.

Key Word/Subject Index

This index is designed to allow the user to quickly locate key words that pertain to the subject in question. The index also cross-references issues that are addressed by more than one Technical Bulletin. For example, users of Technical Bulletin 6 (Below-Grade Parking Requirements) should also refer to Technical Bulletin 3 (Non-Residential Floodproofing – Requirements and Certification) concerning insurance rating issues.

Technical Bulletin	Key Words and Subjects
3	A-zone floodproofing
5	accessory buildings, as possible obstructions in V zones
5	accessory buildings, low value and small, defined
7	accessory structures
7	agricultural structures
10	basement construction, engineered option
10	basement construction, simplified approach
1	basement, definition of
10	basement foundation in fill, not recommended
10	basement foundation in fill, vulnerability to subsurface flooding
10	basement foundation, in fill placed above the BFE
10	basement foundation, with lowest floor at or above BFE
10	basement foundation, with lowest opening above BFE
10	basement foundation, with lowest opening at BFE
6	below-grade parking garage, considered a basement
6	below-grade parking garage, defined
6	below-grade parking in A and V zones, when allowed, requirements for
9	breakaway wall, failure modes
9	breakaway wall, insurance considerations
2,9	breakaway wall materials in V zones, made of flood-resistant materials
9	breakaway wall, NFIP regulatory requirements
9	breakaway wall, specifications for NFIP-compliant construction

Technical Bulletin

Key Words and Subjects

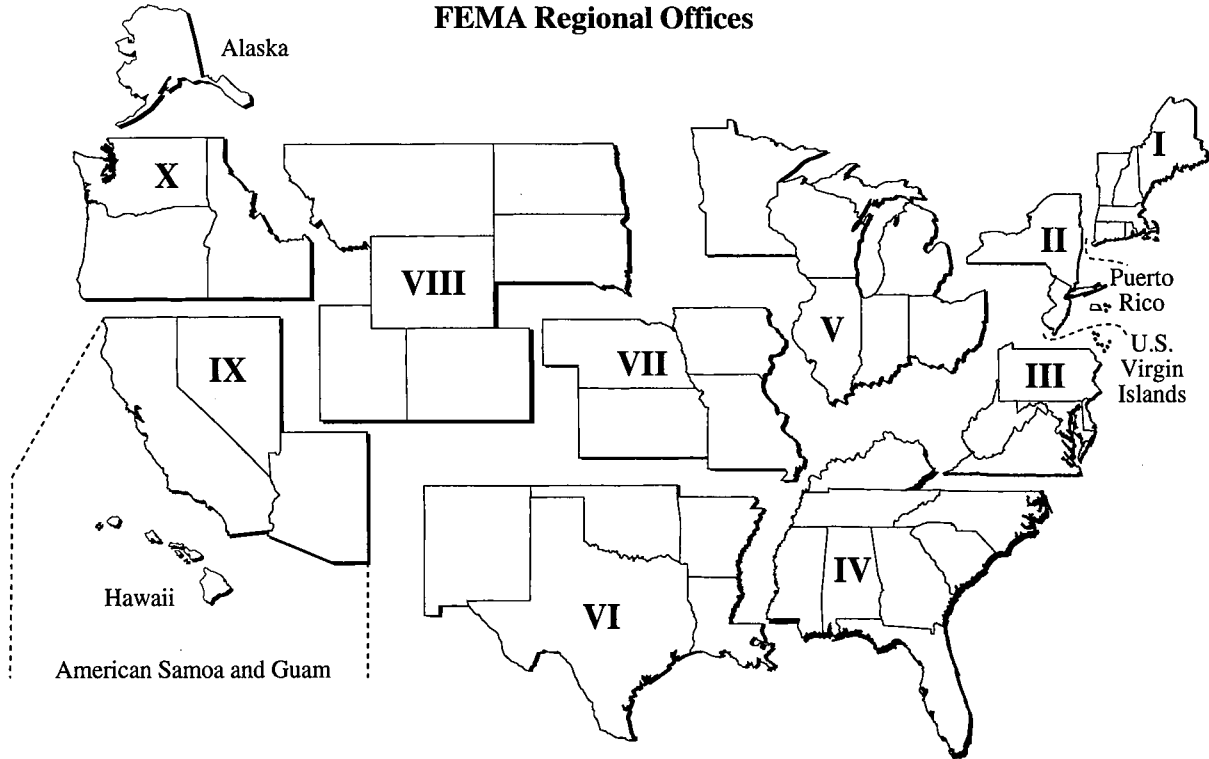
9	breaking wave, impact on vertical surface
5	bulkheads, as possible obstructions in V zones
10	community permitting, administrative options for
8	corrosion, classes of building exposure to
8	corrosion, causes of
8	corrosion, identifying high-risk buildings
8	corrosion, planning for
8	corrosion-resistant materials for sheetmetal connectors
10	crawlspace foundation
5	decks and patios, as possible obstructions in V zones
5	detached garages, elevation requirement for in V zones
10	earthen fill, placed to remove land from the SFHA
10	earthen fill, zones where prohibited
4	elevators, types of
4	elevator components, location of in relation to Base Flood Elevation
4	elevator electrical equipment, location of in relation to Base Flood Elevation
10	fill, areas where prohibited
5	fill, as obstruction beneath buildings in V zones
10	fill, proper placement of
4	float switch, use of in flood areas (for elevator cab)
4	flood-resistant elevator components, use of
2	flood-resistant flooring materials
2	flood-resistant material, classifications, use of
2	flood-resistant material, definition of
2	flood-resistant wall and ceiling materials
3	floodproofing certificate, non-residential
6	floodproofing, below-grade parking beneath non-residential buildings, design requirements for
3	floodproofing, Emergency Operations Plan, minimum acceptable
3	floodproofing, Inspection and Maintenance Plan
3,6	floodproofing, recognition of for insurance rating purposes
5	foundation bracing, as possible obstructions in V zones
10	foundation flood risk, summary table
1	foundations in A zones
1	foundation openings in A zones, size, how to calculate
1	foundation vents in A zones
5	free of obstruction, definition of
5	free of obstruction, designing a foundation system in V zones
5	free of obstruction requirements in V zones
10	freeboard, recommendations
7	functionally dependent use

Technical Bulletin

Key Words and Subjects

8	galvanizing
1	garage doors, to meet the openings requirement
7	garages, attached to non-residential structure
1,7	garages, attached to residential buildings
7	garages, detached from structure
5	grade beams, as possible obstructions in V zones
3	high hazard area, safety and access in
7	historic buildings
3	hydrodynamic forces on floodproofed building
3	hydrostatic forces on floodproofed building
1	hydrostatic pressure, automatically equalized
1	hydrostatic pressure, how to calculate
9	insect screening, for below building enclosures
2	insect screening in V zones, made of flood-resistant materials
10	insurance coverage for basement flooding, restrictions
9	latticework, for below-building enclosures
2	latticework in V zones, made of flood-resistant materials
3	lowest floor, definition of
3	non-residential floodproofing certificate, how to fill out
1	openings for foundations in A zones
10	professional certification
10	professional certification, sample form
10	"reasonably safe from flooding," defined
10	"reasonably safe from flooding," NFIP regulations concerning
1	safety factor for foundation openings
8	salt spray from breaking waves
10	slab-on-grade foundation
10	stem wall foundation
10	sump pump, requirements for simplified basement construction
5	swimming pools, beneath buildings in V zones
1	substantial damage, foundation wall openings requirement
1	substantial improvement, foundation wall openings requirement
2	U.S. Army Corps of Engineers, <i>Flood Proofing Regulations</i>
7	variances from NFIP requirements
7	variances, issuance in designated floodways
7	wet floodproofing, definition of
7	wet floodproofing, engineering considerations
7	wet floodproofing, flood insurance implications
7	wet floodproofing, planning considerations

FEMA Regional Offices



Region I Mitigation Division
J. W. McCormick POCH
Room 442
Boston, MA 02109-4595
(617) 223-9540

Region II Mitigation Division
26 Federal Plaza, Room 1337
New York, NY 10278-0002
(212) 225-7209

Region III Mitigation Division
One Independence Mall
615 Chestnut Street, Sixth Floor
Philadelphia, PA 19106-4404
(215) 931-5621

Region IV Mitigation Division
3003 Chamblee Tucker Road
Room 270
Atlanta, GA 30341
(770) 220-5200

Region V Mitigation Division
536 S. Clark Street, 6th Floor
Chicago, IL 60605-1521
(312) 408-5500

Region VI Mitigation Division
Federal Regional Center
800 North Loop 288
Denton, TX 76201-3698
(940) 898-5399

Region VII Mitigation Division
2323 Grand Boulevard, Suite 900
Kansas City, MO 64108-2760
(816) 283-7062

Region VIII Mitigation Division
Denver Federal Center
Building 710, Box 25267
Denver, CO 80225-0267
(303) 235-4812

Region IX Mitigation Division
Presidio of San Francisco
Building 105
San Francisco, CA 94129-1250
(415) 923-7100

Region X Mitigation Division
Federal Regional Center
130 228th Street, SW
Bothell, WA 98021-9796
(425) 487-4604

Other Federal agencies that provide floodplain management assistance include the U.S. Army Corps of Engineers and the U.S. Natural Resources Conservation Service. For their nearest locations, please refer to your local telephone directory under "United States Government."