

City of Bellaire, TX 30-Day Letter (CID 480289)

ChaVonne Sampson
Director of Development Services
7008 South Rice Avenue
Bellaire, TX 77401

Dear Chavonne:

Thank you so much for taking the time today to conduct a virtual CRS Verification Visit. Below is a listing of what we discussed today and what documentation I will need from you in the next 30 days. The date of the visit was 8/13/2020.

A CC-230 Form acknowledging all of the activities the City of Bellaire is applying for must be signed by the Chief Executive Officer (mayor or city manager). I have attached the form to this e-mail.

A Program Data Table also attached to this e-mail must also be completed. Because the City does not have GIS, **I had our GIS Team calculate the area of your SFHA which is 1,163.8 acres.** That number goes on line 13 (area of the SFHA).

Activity 310 – Elevation Certificates: On August 13th an e-mail was sent which had the building permit list from 2014 through 2018 with 30 highlighted addresses. Those 30 EC's need to be sent in for technical review.

Activity 320 – Map Information Service: The Letter that is mailed out to insurance agents, lenders and real estate agents needs to be modified to include the other services of MI3 – local drainage problem areas, MI4 – Flood Depth Data and MI6 – Repetitive Loss Areas. I have attached a proposed log to begin using.

Required items:

- Revised letter
- Mailing list (addresses) of real estate agents, lenders (banks) and insurance agents.
- Updated log
- Map of localized drainage problems and repetitive loss areas.

Activity 330 – Outreach Projects: The following is a list of outreach projects that I need documentation:

- Flood brochure for SFHA (entire community) and Repetitive Loss Areas
- Copy of monthly newsletter where topics from brochure are placed every other month
- Listing of publication on building permit counter
- Pictures documenting Hurricane Awareness Week – flood brochure used
- Pictures documenting State of City – flood brochure used



- Picture of no dumping sign on drainage inlet

Activity 340 – Hazard Disclosure: No documentation is required here as the City is eligible for 15 points for a state-based disclosure requirement.

Activity 350 – Flood Protection Information: Since the Bellaire Library is connected to the City of Houston Library, I went ahead and downloaded all of the FEMA publications to support full credit for LIB. Please provide the following:

- List of publications in the Bellaire Library so they can be evaluated for Locally Pertinent Document (LPD) credit.
- Updated website to include all 6 primary CRS topics from your flood brochure.
- Post link to USGS gauges on flood page website.

Activity 360 – Flood Protection Assistance: Documentation is required to show requests for help with flooding problems on lots and a recommended solution to those problems. The required documentation:

- Short Bios from staff members who assist with the inspections of property
- Log or e-mails showing the request and the resolution to the flooding problem
- Publicity for the service – Flood Brochure

Activity 410 – Flood Hazard Mapping: Credit for this activity should carry forward from 2013 since the community's FIRM is still the same. Credit of Tropical Storm Allison Recovery Project (TSARF) HSS for use of better topography in the 2007 FIS/FIRMS (2 Foot Contours) all AE-Zones. No documentation is required from the community.

Activity 420 – Open Space Preservation: Even though you did not receive any credit in Open Space in 2013, there are some credits under Open Space Incentives that you could earn credit.

- If your comprehensive Plan recommends open space, provide that section of the plan
- If your land development regulations allow Planned Unit Developments (PUD's) or Cluster Development, provide those sections of the regulations
- If your regulations allow for Density Transfers or Transfer of Rights (TDRs) provide that portion of your regulations.

Activity 430 – Higher Regulatory Standards: There are two higher standard credits approved in 2013 for Freeboard and Compensatory Storage. The no net fill requirement credited in 2013 needs to be evaluated for credit under Development Limitations (L1b). Please provide the following:

- Ordinance section that deals with freeboard for all buildings in all flood zones

Activity 440 – Flood Data Maintenance: this activity gives credit for a community's GIS system. Since the City of Bellaire does not have a GIS system and uses Harris County, I was able to find the following elements on the Harris County Flood Portal: AMD1, AMD 2, AMD5, AMD 7. I was not able to find any other attributes. In the past the City had a CD which contained contour lines which could be creditable for AMD8. Your FIRM maps have base flood elevations which could be credited in AMD4. Credit was provided in the past for a city



map showing Hurricane Alison elevations. This could be credited under AMD 13. Please provide the following for this activity:

- CD with contours on it
- FIRM Map with base flood elevations shown
- City of Bellaire map with Hurricane Alison elevations
- All previous FIRM Index Panels from all previous FIRMS and front cover of all previous Flood Insurance Studies (FIS) and Flood Hazard Boundary Map if available

Activity 450 - Stormwater Management: Credit has been approved for erosion and sedimentation control regulations. In order to confirm the regulations are being enforced, the erosion and sedimentation control plan from a set of construction plans must be provided. If the City inspects all public and private detention ponds each year credit can be earned under Activity 540 Drainage System Maintenance:

- 5 copies of erosion control plans from various construction projects. Only the single erosion and sedimentation control sheet is required

Activity 510 – Floodplain Management Planning: This activity deals both with the repetitive loss properties (2 or more losses in a 10-year period greater than \$1,000) and planning or a plan that evaluates a community’s flood problems. **Please use the last repetitive loss data received from ISO in May of 2018** to map the repetitive loss areas (properties on FEMA’s list plus nearby or adjoining properties with the same or similar flood condition). Please provide the following:

- Complete the CC-RL form attached to this e-mail and make any updates to the forms attached to the CC_RL such as no longer in your community or elevated above the BFE. Be sure to include documentation such as an EC to document the update.
- Provide a list of all addresses in all repetitive loss areas
- Map the repetitive loss areas (number each area)
- Provide a cause of repetitive for each repetitive loss areas
- Provide a copy of the letter mailed to each RL area
- The 2018 City Floodplain Management Plan will be forwarded to ISO for technical review

Activity 530 – Flood Protection: Provide a map showing the location of all flood protected or elevated buildings in the SFHA. A map of their location in relationship to the floodplain is required and a copy of each Elevation Certificate. If an elevation is from a repetitive loss property or severe repetitive loss property extra credit is provided, so noting each is important. From the previous Cycle, 5119 Jessamine Street was elevated, and that building was also a severe repetitive loss property and counted as 3 buildings. Please include 5119 in your list of elevated buildings and note is as SRL. The following is required to be submitted to document credit:

- List of addresses of elevated buildings noting if any are repetitive loss or severe repetitive loss according to you May 2018 RL Data from ISO
- An elevation certificate for each elevated building
- An AW-501 showing the property is either repetitive loss or severe repetitive loss from the May 2018 RL Data from ISO



- Map showing the location of the flood protected (elevated) buildings in relationship to the SFHA

Activity 540 Drainage System Maintenance: The drainage maintenance program has changed from to only include natural channels. ISO has conducted a review of the Harris County Flood Control District’s drainage maintenance program. Includes inspection and maintenance of natural channels in jurisdictions. There is one channel that runs along the city of Houston and City of Bellaire. If part of that channel is within Bellaire, credit for Channel and Debris Removal (CDR) can be provided. A copy of the City ’s most recent Capital Improvement Program (CIP) dealing with drainage-related projects is required to receive credit for CIP under Activity 540.

