

# City Council Agenda Item Memo

**From:** Charlie Richter, City Engineer

**Council Meeting:** March 11, 2025 / March 25, 2025

**Subject:** Ordinance 25-010: Update of Floodplain Ordinance

**Presenter:** John Thompson, Director of Public Works

## **Summary and Recommended Action:**

Staff recommends approval of the proposed ordinance revision. The Federal Emergency Management Agency (FEMA) has completed a Flood Insurance Study (FIS) and updated the Flood Insurance Rate Maps (FIRM) for the City of Brookings. To maintain participation in the National Flood Insurance Program (NFIP), the City must update its floodplain ordinance to reference the revised FIS and incorporate additional language to comply with FEMA standards. The revised ordinance must be adopted and take effect by April 23, 2025, when the new FIS and FIRM maps become official.

## **Item Details:**

The City of Brookings participates in the National Flood Insurance Program (NFIP), a federal program which provides flood insurance to property owners in flood-prone areas who may not otherwise have access to such coverage. FEMA identifies these areas, known as Special Flood Hazard Areas (SFHAs), on community-specific Flood Insurance Rate Maps (FIRM) based on the findings of a Flood Insurance Study (FIS).

FEMA has recently updated the FIRM maps and FIS, with the revised versions set to take effect on April 23, 2025. To ensure continued participation in the NFIP, the City is required to update its floodplain ordinance to reference the revised FIRM maps and FIS, as well as to align with FEMA's compliance standards. The proposed ordinance deletes the current ordinance in its entirety and restates "Chapter 38 – Floods" in compliance with FEMA standards.

FEMA mandates that the City follow its standardized ordinance template to maintain eligibility in the NFIP. The key updates in the revised ordinance include:

- Recognition of the updated Flood Insurance Study and Flood Insurance Rate Map, effective April 23, 2025, as the basis for identifying Special Flood Hazard Areas.
- Removal of joint jurisdiction enforcement responsibilities, as areas outside City limits are considered a separate NFIP community.
- Definition of a stop-work order process, establishing the City's authority to halt work that violates the floodplain ordinance.
- Clarification of penalties for noncompliance with the ordinance.

- Designation of the City Engineer as the Floodplain Administrator responsible for enforcement and oversight.
- Specification of floodplain permit procedures to ensure regulatory compliance.
- Increase in the freeboard requirement for manufactured homes in new or expanded manufactured home parks, raising the requirement from 0 feet to 2 feet to align with residential standards.

If adopted and implemented by April 23, 2025, this ordinance will allow property owners in designated flood-prone areas to continue accessing flood insurance through the National Flood Insurance Program.

**Legal Consideration:**

The City Attorney and FEMA have reviewed the proposed ordinance.

**Strategic Plan Consideration:**

Service and Innovation Excellence – The City of Brookings will provide an accessible environment committed to ongoing innovation and outstanding service through listening and engagement.

**Financial Consideration:**

None

**Supporting Documentation:**

Ordinance

Legal Notice