National Flood Insurance Program

Elevation Certificate

and Instructions

2023 EDITION





U.S. DEPARTMENT OF HOMELAND SECURITY Federal Emergency Management Agency National Flood Insurance Program

ELEVATION CERTIFICATE AND INSTRUCTIONS

PAPERWORK REDUCTION ACT NOTICE

Public reporting burden for this data collection is estimated to average 3.75 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street SW, Washington, DC 20742, Paperwork Reduction Project (1660-0008). **NOTE: Do not send your completed form to this address.**

PRIVACY ACT STATEMENT

Authority: Title 44 CFR § 61.7 and 61.8.

Principal Purpose(s): This information is being collected for the primary purpose of documenting compliance with National Flood Insurance Program (NFIP) floodplain management ordinances for new or substantially improved structures in designated Special Flood Hazard Areas. This form may also be used as an optional tool for a Letter of Map Amendment (LOMA), Conditional LOMA (CLOMA), Letter of Map Revision Based on Fill (LOMR-F), or Conditional LOMR-F (CLOMR-F), or for flood insurance rating purposes in any flood zone.

Routine Use(s): The information on this form may be disclosed as generally permitted under 5 U.S.C. § 552a(b) of the Privacy Act of 1974, as amended. This includes using this information as necessary and authorized by the routine uses published in DHS/ FEMA-003 – *National Flood Insurance Program Files System of Records Notice* 79 Fed. Reg. 28747 (May 19, 2014) and upon written request, written consent, by agreement, or as required by law.

Disclosure: The disclosure of information on this form is voluntary; however, failure to provide the information requested may impact the flood insurance premium through the NFIP. Information will only be released as permitted by law.

PURPOSE OF THE ELEVATION CERTIFICATE

The Elevation Certificate is an important administrative tool of the NFIP. It can be used to provide elevation information necessary to ensure compliance with community floodplain management ordinances, to inform the proper insurance premium, and to support a request for a LOMA, CLOMA, LOMR-F, or CLOMR-F.

The Elevation Certificate is used to document floodplain management compliance for Post-Flood Insurance Rate Map (FIRM) buildings, which are buildings constructed after publication of the FIRM, located in flood Zones A1–A30, AE, AH, AO, A (with Base Flood Elevation (BFE)), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO, and A99. It may also be used to provide elevation information for Pre-FIRM buildings or buildings in any flood zone.

As part of the agreement for making flood insurance available in a community, the NFIP requires the community to adopt floodplain management regulations that specify minimum requirements for reducing flood losses. One such requirement is for the community to obtain the elevation of the lowest floor (including basement) of all new and substantially improved buildings, and maintain a record of such information. The Elevation Certificate provides a way for a community to document compliance with the community's floodplain management ordinance.

Use of this certificate does not provide a waiver of the flood insurance purchase requirement. Only a LOMA or LOMR-F from the Federal Emergency Management Agency (FEMA) can amend the FIRM and remove the federal mandate for a lending institution to require the purchase of flood insurance. However, the lending institution has the option of requiring flood insurance even if a LOMA/LOMR-F has been issued by FEMA. The Elevation Certificate may be used to support a LOMA, CLOMA, LOMR-F, or CLOMR-F request. Lowest Adjacent Grade (LAG) elevations certified by a land surveyor, engineer, or architect, as authorized by state law, will be required if the certificate is used to support a LOMA, CLOMA, LOMR-F, or CLOMR-F, or CLOMR-F

This certificate is used only to certify building elevations. A separate certificate is required for floodproofing. Under the NFIP, non-residential buildings can be floodproofed up to or above the BFE. A floodproofed building is a building that has been designed and constructed to be watertight (substantially impermeable to floodwaters) below the BFE. Floodproofing of residential buildings is not permitted under the NFIP unless FEMA has granted the community an exception for residential floodproofed basements. The community must adopt standards for design and construction of floodproofed basements before FEMA will grant a basement exception. For both floodproofed non-residential buildings and residential floodproofed basements in communities that have been granted an exception by FEMA, a floodproofing certificate is required.

The expiration date on the form herein does not apply to certified and completed Elevation Certificates, as a completed Elevation Certificate does not expire, unless there is a physical change to the building that invalidates information in Section A Items A8 or A9, Section C, Section E, or Section H. In addition, this form is intended for the specific building referenced in Section A and is not invalidated by the transfer of building ownership.

Additional guidance can be found in FEMA Publication 467-1, Floodplain Management Bulletin: Elevation Certificate.

U.S. DEPARTMENT OF HOMELAND SECURITY Federal Emergency Management Agency National Flood Insurance Program

ELEVATION CERTIFICATE

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner. SECTION A – PROPERTY INFORMATION FOR INSURANCE COMPANY USE			
A1. Building Owner's Name: Robert Meade Policy Number: Policy Number:			
A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.: 2 South Botany Bay Circle			
City: Englewood State: FL ZIP Code: 34224			
A3. Property Description (e.g., Lot and Block Numbers or Legal Description) and/or Tax Parcel Number: Unit 2, Polynesian Village, Sarasota County, Florida PID# 0478111002			
A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.): Residential			
A5. Latitude/Longitude: Lat. 27°0'28.91" N. Long. 082°23'54.69" W. Horiz. Datum: NAD 1927 🕅 NAD 1983 🗌 WGS 84			
A6. Attach at least two and when possible four clear color photographs (one for each side) of the building (see Form pages 7 and 8).			
A7. Building Diagram Number:5			
A8. For a building with a crawlspace or enclosure(s):			
a) Square footage of crawlspace or enclosure(s): N/A sq. ft.			
b) Is there at least one permanent flood opening on two different sides of each enclosed area? 🗌 Yes 🗌 No 🛛 🕅 M/A			
 c) Enter number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade: Non-engineered flood openings:N/A Engineered flood openings:N/A 			
d) Total net open area of non-engineered flood openings in A8.c: <u>N/A</u> sq. in.			
e) Total rated area of engineered flood openings in A8.c (attach documentation – see Instructions): N/A sq. ft.			
f) Sum of A8.d and A8.e rated area (if applicable – see Instructions): N/A sq. ft.			
A9. For a building with an attached garage:			
a) Square footage of attached garage: N/A sq. ft.			
b) Is there at least one permanent flood opening on two different sides of the attached garage? 🗌 Yes 🗌 No 🛛 🕅 M/A			
c) Enter number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade: Non-engineered flood openings:N/A Engineered flood openings:N/A			
d) Total net open area of non-engineered flood openings in A9.c: <u>N/A</u> sq. in.			
e) Total rated area of engineered flood openings in A9.c (attach documentation – see Instructions): N/A sq. ft.			
f) Sum of A9.d and A9.e rated area (if applicable – see Instructions): <u>N/A</u> sq. ft.			
SECTION B – FLOOD INSURANCE RATE MAP (FIRM) INFORMATION			
B1.a. NFIP Community Name: Sarasota County B1.b. NFIP Community Identification Number: 125144			
B2. County Name: Sarasota B3. State: FL B4. Map/Panel No.: 12115C-0344 B5. Suffix: G			
B6. FIRM Index Date: 03/27/2024 B7. FIRM Panel Effective/Revised Date: 03/27/2024			
B8. Flood Zone(s): <u>AE & X</u> B9. Base Flood Elevation(s) (BFE) (Zone AO, use Base Flood Depth): <u>9 Feet</u>			
B10. Indicate the source of the BFE data or Base Flood Depth entered in Item B9:			
B11. Indicate elevation datum used for BFE in Item B9: 🗌 NGVD 1929 🔀 NAVD 1988 🗌 Other/Source:			
B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? Yes No Designation Date: CBRS OPA			
B13. Is the building located seaward of the Limit of Moderate Wave Action (LiMWA)?			

Form Instructions ELEVATION CERTIFICATE IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11				
Building Street Address (including /		FOR INSURANCE COMPANY USE		
2 South Botany Bay Circle			lumber:	
City: Englewood	State: FL ZIP Code: <u>34224</u>	Compar	ny NAIC Number:	
SECTIO	ON C – BUILDING ELEVATION INFORMATION (RED)	
-	d on: Construction Drawings* Building Under will be required when construction of the building is comp		Finished Construction	
C2. Elevations – Zones A1–A30, AE, AH, AO, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO, A99. Complete Items C2.a–h below according to the Building Diagram specified in Item A7. In Puerto Rico only, enter meters. Benchmark Utilized: N.G.S. SAR-24 Vertical Datum: N.A.V.D. 88.				
Indicate elevation datum used for	the elevations in items a) through h) below. 988 ① Other:			
	s must be the same as that used for the BFE. Conversio conversion factor in the Section D Comments area.		☐ Yes ⊠ No Check the measurement used:	
a) Top of bottom floor (inclue	ling basement, crawlspace, or enclosure floor):		X feet I meters	
b) Top of the next higher floo	r (see Instructions):	N/A	feet meters	
c) Bottom of the lowest horiz	ontal structural member (see Instructions):	N/A	feet meters	
d) Attached garage (top of sl	ab):	N/A	feet meters	
•	nery and Equipment (M&E) servicing the building I location in Section D Comments area):	13.9	🛛 feet 🗌 meters	
f) Lowest Adjacent Grade (L	AG) next to building: 🗌 Natural 🔀 Finished	10.0	🗙 feet 🔲 meters	
g) Highest Adjacent Grade (HAG) next to building: 🗌 Natural 🛛 Finished	10.4	🗙 feet 🔲 meters	
 h) Finished LAG at lowest el support: 	evation of attached deck or stairs, including structural	10.4	🛛 feet 🔲 meters	
SECT	ION D - SURVEYOR, ENGINEER, OR ARCHITE		ON	
information. I certify that the inform	nd sealed by a land surveyor, engineer, or architect aut nation on this Certificate represents my best efforts to ir le by fine or imprisonment under 18 U.S. Code, Section	terpret the data ava		
Were latitude and longitude in Se	ction A provided by a licensed land surveyor? 🛛 🛛 Yes	🗌 No		
Check here if attachments and	describe in the Comments area.			
Certifier's Name: Robert J Breed	llove License Number: LS 7040			
Title: Professional Surveyor a	nd Mapper	<u></u>	STATE OF	
Company Name: VanBuskirk &	Fish Surveying and Mapping Inc.		, Cen 7040 7040 The	
Address: 12450 Tamiami Trail				
City: North Port	State: FL ZIP Code: 34	287	FLORIDA	
Certifier's Name: Robert J Breedlove License Number: LS 7040 Title: Professional Surveyor and Mapper Company Name: VanBuskirk & Fish Surveying and Mapping Inc. Address: 12450 Tamiami Trail City: North Port State: FL ZIP Code: 34287 Telephone: (941) 426-0681 Ext.: Email: Landsurveyor@vbfainc.com				
Signature:	Date: 05/28		Place Seal Here	
Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.				
Comments (including source of conversion factor in C2; type of equipment and location per C2.e; and description of any attachments): The coordinates listed in item A5.) were gathered using a hand-held GPS on the date of the survey. The elevation in item C2 e.) is for the A/C unit which is on an elevated wooden stand on the left side of the residence.				

Form Instructions ELEVATION CERTIFICATE IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11			
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.: 2 South Botany Bay Circle	FOR INSURANCE COMPANY USE		
City: Englewood State: FL ZIP Code: 34224	Policy Number: Company NAIC Number:		
SECTION E – BUILDING MEASUREMENT INFORMATION (SURVEY I FOR ZONE AO, ZONE AR/AO, AND ZONE A (WITHOUT			
For Zones AO, AR/AO, and A (without BFE), complete Items E1–E5. For Items E1–E4, use natural grade, if available. If the Certificate is intended to support a Letter of Map Change request, complete Sections A, B, and C. Check the measurement used. In Puerto Rico only, enter meters.			
Building measurements are based on: Construction Drawings* Building Under Constructio *A new Elevation Certificate will be required when construction of the building is complete.	n* Finished Construction		
E1. Provide measurements (C.2.a in applicable Building Diagram) for the following and check the appearance measurement is above or below the natural HAG and the LAG.	opropriate boxes to show whether the		
a) Top of bottom floor (including basement, crawlspace, or enclosure) is:	above or below the HAG.		
b) Top of bottom floor (including basement, crawlspace, or enclosure) is:	above or below the LAG.		
E2. For Building Diagrams 6–9 with permanent flood openings provided in Section A Items 8 and/or next higher floor (C2.b in applicable Building Diagram) of the building is:	9 (see pages 1–2 of Instructions), the ☐ above or ☐ below the HAG.		
E3. Attached garage (top of slab) is:	above or below the HAG.		
E4. Top of platform of machinery and/or equipment servicing the building is:	☐ above or ☐ below the HAG.		
E5. Zone AO only: If no flood depth number is available, is the top of the bottom floor elevated in ac floodplain management ordinance? Yes No Unknown The local official mu	cordance with the community's sist certify this information in Section G.		
SECTION F – PROPERTY OWNER (OR OWNER'S AUTHORIZED REPRESEN	TATIVE) CERTIFICATION		
The property owner or owner's authorized representative who completes Sections A, B, and E for Zo sign here. <i>The statements in Sections A, B, and E are correct to the best of my knowledge</i>	one A (without BFE) or Zone AO must		
 Check here if attachments and describe in the Comments area. Property Owner or Owner's Authorized Representative Name: 			
Address:			
	ZIP Code:		
Telephone: Ext.: Email:			
Signature: Date:			
Comments:			

Form Instructions ELEVATION CERTIFICATE IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.: 2 South Botany Bay Circle
City: Englewood State: FL ZIP Code: 34224
Company NAIC Number:
SECTION G – COMMUNITY INFORMATION (RECOMMENDED FOR COMMUNITY OFFICIAL COMPLETION)
The local official who is authorized by law or ordinance to administer the community's floodplain management ordinance can complete Section A, B, C, E, G, or H of this Elevation Certificate. Complete the applicable item(s) and sign below when:
G1. The information in Section C was taken from other documentation that has been signed and sealed by a licensed surveyor, engineer, or architect who is authorized by state law to certify elevation information. (Indicate the source and date of the elevation data in the Comments area below.)
G2.a. A local official completed Section E for a building located in Zone A (without a BFE), Zone AO, or Zone AR/AO, or when iter E5 is completed for a building located in Zone AO.
G2.b. 🗌 A local official completed Section H for insurance purposes.
G3. In the Comments area of Section G, the local official describes specific corrections to the information in Sections A, B, E an
G4. The following information (Items G5–G11) is provided for community floodplain management purposes.
G5. Permit Number: G6. Date Permit Issued:
G7. Date Certificate of Compliance/Occupancy Issued:
G8. This permit has been issued for: 🗌 New Construction 🔲 Substantial Improvement
G9.a. Elevation of as-built lowest floor (including basement) of the building:
G9.b. Elevation of bottom of as-built lowest horizontal structural member:
G10.a. BFE (or depth in Zone AO) of flooding at the building site:
G10.b. Community's minimum elevation (or depth in Zone AO) requirement for the lowest floor or lowest horizontal structural member:
G11. Variance issued? Yes No If yes, attach documentation and describe in the Comments area.
The local official who provides information in Section G must sign here. I have completed the information in Section G and certify that it
correct to the best of my knowledge. If applicable, I have also provided specific corrections in the Comments area of this section.
Local Official's Name: Title:
NFIP Community Name:
Telephone: Ext.: Email:
Address:
City: State: ZIP Code:
Signature: Date:
Comments (including type of equipment and location, per C2.e; description of any attachments; and corrections to specific information Sections A, B, D, E, or H):

Form Instructions	ELEVATION CERTIFICATE		
	IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION		
Building Street Addr 2 South Botany B	ess (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.: Bay Circle	FOR INSURANCE COMPANY USE Policy Number:	
City: Englewood	State: FL ZIP Code: 34224	Company NAIC Number:	
	SECTION H – BUILDING'S FIRST FLOOR HEIGHT INFORMATION F (SURVEY NOT REQUIRED) (FOR INSURANCE PURPOSES		
The much set of the		•	
The property owner, owner's authorized representative, or local floodplain management official may complete Section H for all flood zones to determine the building's first floor height for insurance purposes. Sections A, B, and I must also be completed. Enter heights to the nearest tenth of a foot (nearest tenth of a meter in Puerto Rico). <i>Reference the Foundation Type Diagrams (at the end of Section H Instructions) and the appropriate Building Diagrams (at the end of Section I Instructions) to complete this section.</i>			
H1. Provide the he	ight of the top of the floor (as indicated in Foundation Type Diagrams) above the	Lowest Adjacent Grade (LAG):	
floor (include a	ng Diagrams 1A, 1B, 3, and 5–8. Top of bottom feet bove-grade floors only for buildings with r enclosure floors) is:] meters 🔲 above the LAG	
	e., the floor above basement, crawlspace, or] meters 🔲 above the LAG	
H2 arrow (show	ry and Equipment servicing the building (as listed in Item H2 instructions) elevate wn in the Foundation Type Diagrams at end of Section H instructions) for the app No		
SECTIO	N I – PROPERTY OWNER (OR OWNER'S AUTHORIZED REPRESEN	TATIVE) CERTIFICATION	
The property owner or owner's authorized representative who completes Sections A, B, and H must sign here. <i>The statements in Sections A, B, and H are correct to the best of my knowledge.</i> Note: If the local floodplain management official completed Section H, they should indicate in Item G2.b and sign Section G. Check here if attachments are provided (including required photos) and describe each attachment in the Comments area. Property Owner or Owner's Authorized Representative Name:			
Address:	0444		
City:	State:	ZIP Code:	
Telephone:	Ext.: Email:		
Signature:	Date:		
Comments:			

Form Instructions

ELEVATION CERTIFICATE IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11 BUILDING PHOTOGRAPHS

See Instructions for Item A6.

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:			FOR INSURANCE COMPANY USE	
2 South Botany Bay Circle			Policy Number:	
City: Englewood	State:	FL	ZIP Code: 34224	
			Company NAIC Number:	

Instructions: Insert below at least two and when possible four photographs showing each side of the building (for example, may only be able to take front and back pictures of townhouses/rowhouses). Identify all photographs with the date taken and "Front View," "Rear View," "Right Side View," or "Left Side View." Photographs must show the foundation. When flood openings are present, include at least one close-up photograph of representative flood openings or vents, as indicated in Sections A8 and A9.



Photo One

Photo One Caption: Front View 5/14/24

<image><caption>

Photo Two Caption: Rear View 5/14/24

Clear Photo Two

Clear Photo One

Form Instructions

ELEVATION CERTIFICATE IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11 BUILDING PHOTOGRAPHS

Continuation Page

		•	
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:			FOR INSURANCE COMPANY USE
2 South Botany Bay Circle			Delieu Number
City: Englewood	State: FL	ZIP Code: 34224	Policy Number:
			Company NAIC Number:

Insert the third and fourth photographs below. Identify all photographs with the date taken and "Front View," "Rear View," "Right Side View," or "Left Side View." When flood openings are present, include at least one close-up photograph of representative flood openings or vents, as indicated in Sections A8 and A9.



Photo Three

Photo Three Caption: Left Side View 5/14/24

Clear Photo Three



Photo Four Caption: Right Side View 5/14/24

Clear Photo Four