

## WHAT TO SUBMIT

A CLOMR or LOMR request should include the applications forms along with the appropriate supporting information. The submittal should include the following:

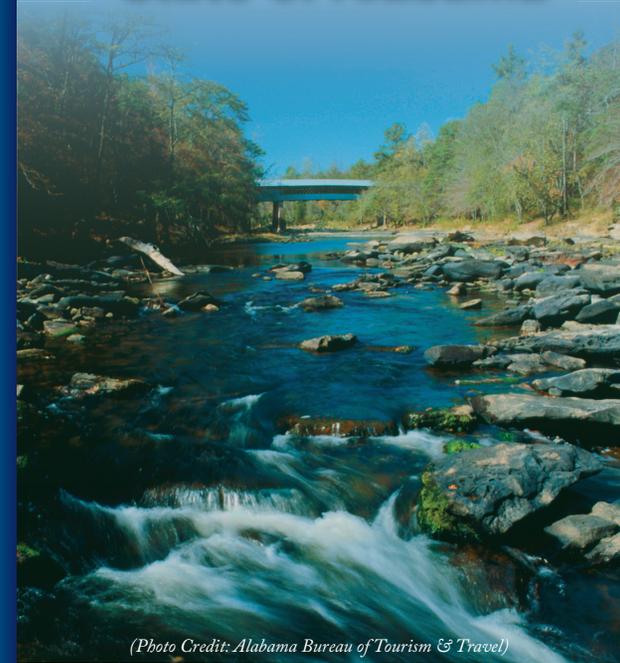
1. Completed application forms.
2. Detailed description of project.
3. Hydrologic computations (if applicable) along with the digital files of computer models used.
4. Hydraulic computations (if applicable) along with the digital files of computer models used.
5. Certified topographic map with floodplain and floodway (if applicable) delineations.
6. Annotated FIRM to reflect changes due to project (FIRMs can be ordered on-line at <http://store.msc.fema.gov/>)
7. Additional items as needed to satisfy any NFIP regulatory requirements.
8. Review fee payment.
9. Submit both the application package and applicable fees together to the following address:

Alabama Office of Water Resources  
Attn: MT-2 LOMC Coordinator  
401 Adams Avenue, Suite 434  
Montgomery, AL 36104



*The mission of the OWR Floodplain Management Office is to make Alabama and its citizens less vulnerable to the impact of flooding through the effective administration of statewide floodplain management and to provide local communities with the tools and resources for managing, assessing, and planning for development in flood prone areas; to save lives; and to protect property.*

## Important Changes Regarding MT-2 LOMC Processing in the State of Alabama



*(Photo Credit: Alabama Bureau of Tourism & Travel)*



As a Cooperating Technical Partner (CTP) with the Federal Emergency Management Agency (FEMA), the Alabama Office of Water Resources has been working with FEMA to create Digital Flood Insurance Rate Maps (DFIRMs) for the entire State. An important component of maintaining the digital flood data is the continuous incorporation of changes to special flood hazard areas (SFHAs) into the State's current flood hazard layer.

Beginning July 1, 2010, all MT-2 applications for Conditional Letters of Map Revision (CLOMRs) and Letters of Map Revision (LOMRs) will be processed by the Alabama Office of Water Resources.

FEMA will maintain responsibility for the processing of MT-1 applications which pertain to Conditional Letters of Map Amendment (CLOMAs), Letters of Map Amendment (LOMAs), Conditional Letters of Map Revision-based on Fill (CLOMR-Fs) and Letters of Map Revision-based on Fill (LOMR-Fs).



## WHERE TO FIND APPLICATION FORMS?

The MT-2 Applications Form and Payment Information Form will remain the same as the current FEMA forms. Both forms are available on FEMA's website at [http://www.fema.gov/plan/prevent/fhm/dl\\_mt-2.shtm](http://www.fema.gov/plan/prevent/fhm/dl_mt-2.shtm)

The current fees for review and processing of CLOMR and LOMR requests may be obtained from FEMA's website at [http://www.fema.gov/plan/prevent/fhm/fm\\_fees.shtm](http://www.fema.gov/plan/prevent/fhm/fm_fees.shtm)

If you have any questions about these changes, please contact the Alabama Office of Water Resources MT-2 LOMC Coordinator at 334.242.5499 or [floods@adeca.alabama.gov](mailto:floods@adeca.alabama.gov).

## WHAT IS A CLOMR?

A CLOMR is FEMA's comment on a proposed project that would affect the hydrologic and/or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective base flood elevations (BFEs) or the SFHA. This letter does not revise an effective National Flood Insurance Program (NFIP) map - it is FEMA's formal comment as to whether a proposed project complies with the minimum NFIP floodplain management criteria. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the NFIP map.

## WHEN IS A CLOMR REQUIRED?

A CLOMR is required only for those projects that will result in an increase in the base flood water-surface elevation (WSEL) of greater than 1.0 foot for streams with BFEs specified but no regulatory floodway designated, or any base flood WSEL increase from proposed construction within a regulatory floodway. An approved CLOMR must be followed by a LOMR request when the project is completed.

## WHAT IS A LOMR?

A LOMR is FEMA's modification to an effective FIRM or Flood Boundary and Floodway Map (FBFM).

LOMRs are generally based on the implementation of physical measures that affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective BFEs or the SFHA. The LOMR officially revises the FIRM or FBFM and the Flood Insurance Study (FIS) report. The LOMR is generally accompanied by an annotated copy of the affected portions of the FIRM, FBFM or FIS report.

## WHEN IS A LOMR REQUIRED?

The bases for revision are new or more detailed analyses such as updated hydrology, additional hydraulic information and new topographic data or physical changes such as bridge or culvert projects, channelization projects and levee projects. Communities participating in the 44 CFR Part 65 - National Flood Insurance Program have language in their Flood Damage Prevention Ordinance which requires them to notify FEMA of physical changes affecting flooding conditions (increases or decreases in BFEs) within six (6) months of the change. This is required in order to keep the flood data current with existing conditions within the Community.

