

Guidance for Flood Risk Analysis and Mapping

Extraterritorial Jurisdiction Mapping and Distribution

November 2014



FEMA

This guidance document supports effective and efficient implementation of flood risk analysis and mapping standards codified in the Federal Insurance and Mitigation Administration Policy FP 204-07801.

For more information, please visit the Federal Emergency Management Agency (FEMA) Guidelines and Standards for Flood Risk Analysis and Mapping webpage (<http://www.fema.gov/guidelines-and-standards-flood-risk-analysis-and-mapping>), which explains the policy, related guidance, technical references and other information about the guidelines and standards process.

Nothing in this guidance document is mandatory other than standards codified separately in the aforementioned Policy. Alternate approaches that comply with FEMA standards that effectively and efficiently support program objectives are also acceptable.

Document History

Affected Section or Subsection	Date	Description
First Publication	November 2014	Initial version of new transformed guidance. The content was derived from the <i>Guidelines and Specifications for Flood Hazard Mapping Partners</i> , Procedure Memoranda and/or Operating Guidance documents. It has been reorganized and is being published separately from the standards.

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1.0 Extraterritorial Jurisdiction Mapping and Distribution

This document provides guidance for the mapping and presentation of Extraterritorial Jurisdictions (ETJs) on the Flood Insurance Rate Map (FIRM) Body, FIRM Index and FEMA Map Service Center (MSC) Paperwork.

1.1 FIRM Panel Body

Political entities (incorporated areas and unincorporated areas) included in the flood risk study should be labeled on the FIRM panels with the appropriate jurisdiction names and Community Identifiers (CIDs). When these areas include ETJs, they shall be shown on the FIRM, labeled with the community name, the CID of the community exercising authority over the ETJ and the "Extraterritorial Jurisdiction" designator as shown below:

**City of Wellington
Extraterritorial Jurisdiction
050701**

Figure 1 illustrates the labeling of unincorporated areas, incorporated areas and ETJ areas on a FIRM panel. Note that this example uses the 2003 FIRM Panel graphic specifications but that the ETJ labeling guidance remains the same regardless of the graphic specifications used for the panel.

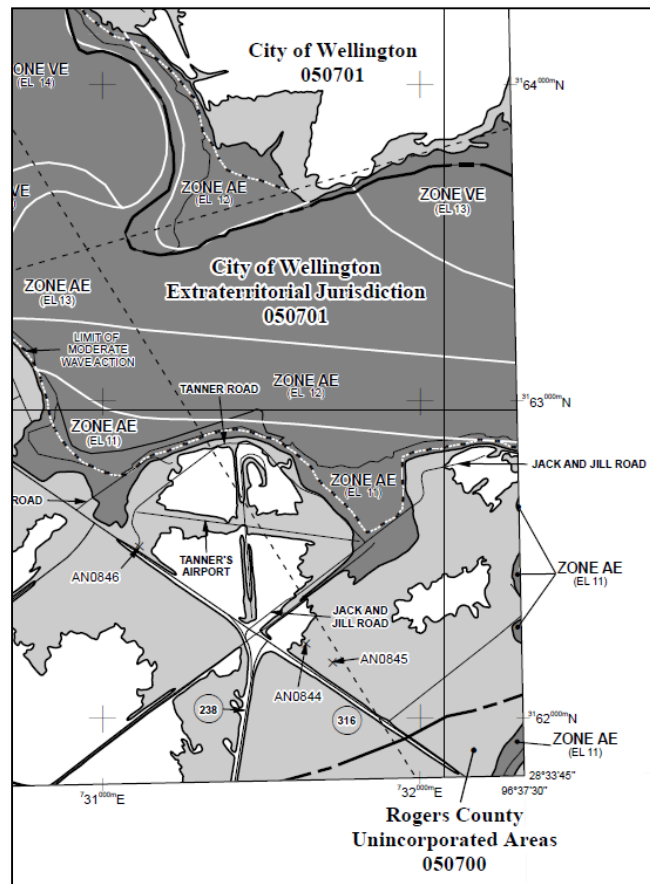


Figure 1: FIRM Panel Jurisdiction Labels

Figure 2 illustrates different scenarios where individual FIRM panels will be labeled differently in the map body, because of the various community areas that appear on them.

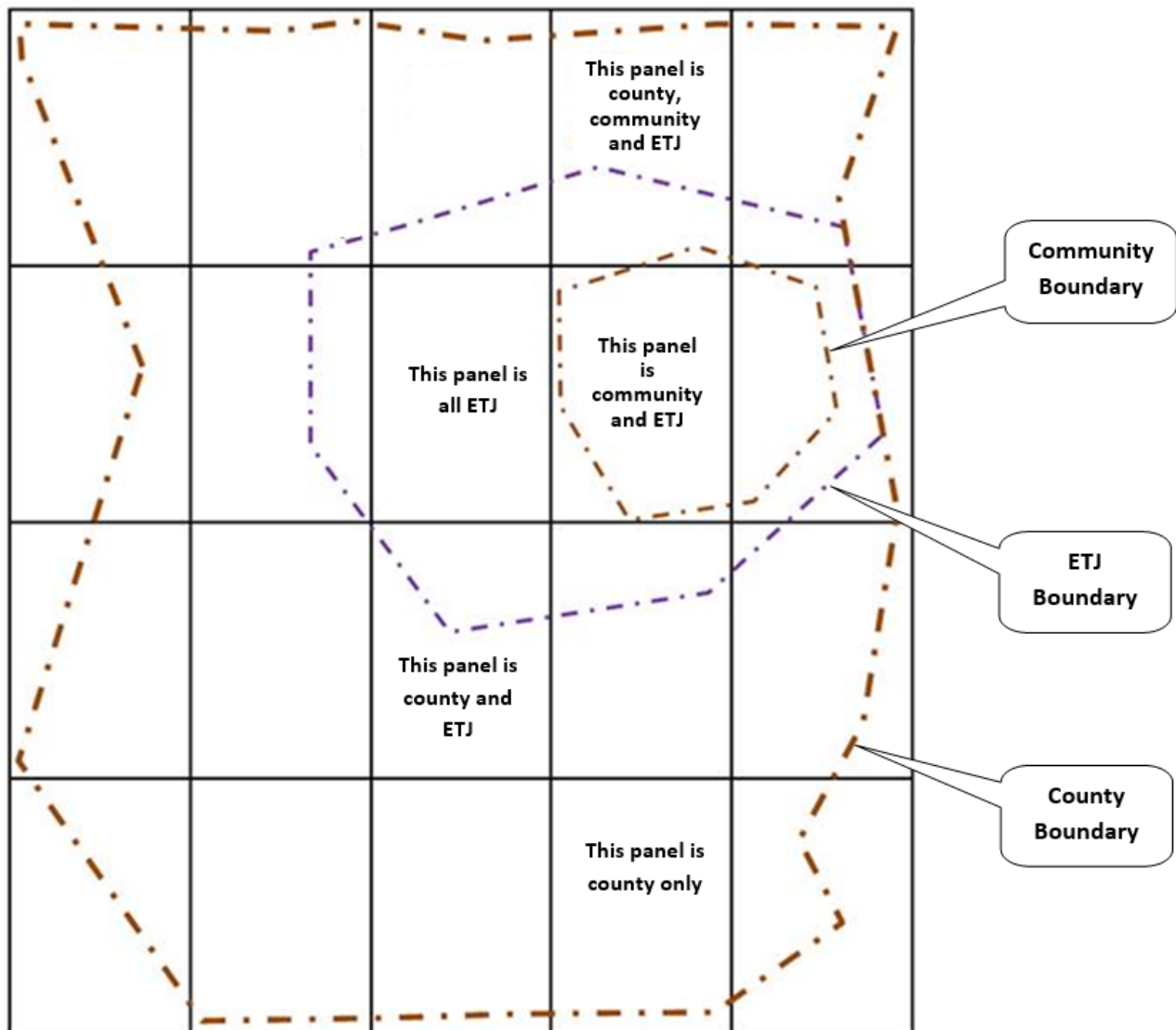


Figure 2: Panel-Specific Jurisdiction Scenarios

1.2 FIRM Panel Title Block

The FIRM title block should list only those jurisdictions included in the study and labeled within the body of that FIRM panel (see Figure 3).

- If the FIRM panel shows any portions of an ETJ area and the community exercising authority over it, plus any unincorporated areas, then community name and CID of the community exercising authority over the ETJ will be listed in the title block one time for that community, along with the county name for the unincorporated areas. The ETJ designator will not be mentioned.


NATIONAL FLOOD INSURANCE PROGRAM	NFIP	PANEL 0311E		
	FIRM FLOOD INSURANCE RATE MAP			
	ROGERS COUNTY, ARKANSAS AND INCORPORATED AREAS			
	PANEL 311 OF 625			
	(SEE MAP INDEX FOR FIRM PANEL LAYOUT)			
	<u>CONTAINS :</u>			
	<u>COMMUNITY</u>	<u>NUMBER</u>	<u>PANEL</u>	<u>SUFFIX</u>
	ROGERS COUNTY	050700	0311	E
	WELLINGTON, CITY OF	050701	0311	E
	<p>Notice to User: The Map Number shown below should be used when placing map orders; the Community Number shown above should be used on insurance applications for the subject community.</p>			
		MAP NUMBER 05070C0311E		
		EFFECTIVE DATE OCTOBER 16, 2014		
Federal Emergency Management Agency				

Figure 3: FIRM Panel Title Block

- If a FIRM panel is entirely within an ETJ area, only the community name and CID of the community exercising authority over the ETJ will be listed in the title block. The ETJ designator will not be mentioned.
 - **Note:** Figure 3 uses the 2003 FIRM Panel graphic specifications but that the ETJ guidance for the FIRM panel title block remains the same regardless of the graphic specifications used for the panel.

1.3 FIRM Index Panel Grid

As shown in Figure 4, the panel grid will show the corporate boundary of each incorporated area. For communities with ETJ areas, the outer most corporate boundary will be shown and only one community area label is required. The ETJ designation will not be included in the community label.

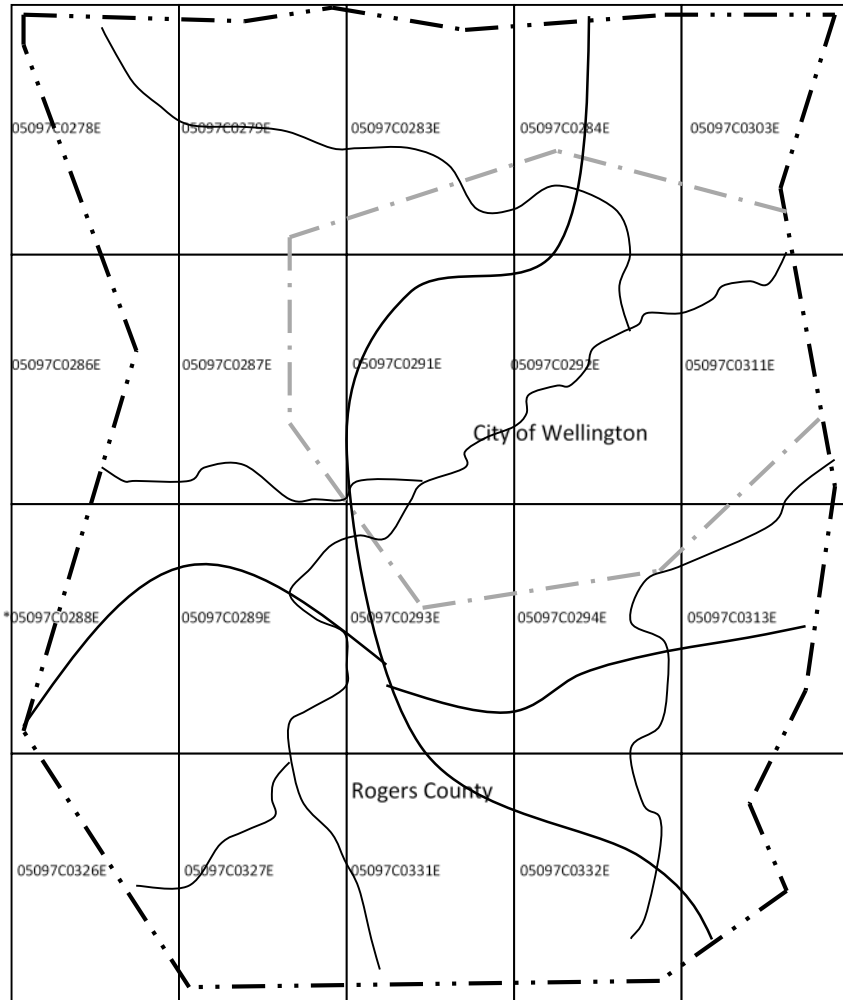


Figure 4: Index Grid Showing Outer ETJ Boundary as Corporate Boundary

1.4 FIRM Index Listing of Communities table (2003 specifications):

The Listing of Communities table should itemize all communities included in the study. For each community, the table should list all FIRM panels on which any portion of the community's jurisdictional areas appear. If the FIRM panel shows any portion of or is entirely within an ETJ area, the panel will be listed only for the community exercising authority over the ETJ. The ETJ areas will not have a panel list in this table.

1.5 Flood Insurance Study (FIS) Report National Flood Insurance Program (NFIP) Jurisdictions Table (2011/2013 specifications):

Mapping Partners should follow the same guidance as listed above for the FIRM Index Listing of Communities table.

1.6 Other FIS Report Tables (2011/2013 specifications):

The ETJ areas should not have separate listings in any of the FIS tables or on the FIS cover. The ETJ areas should be treated as part of the community exercising authority over the ETJ for the purposes of community listings in the FIS tables.

1.7 MSC Paperwork; Inventory Worksheet (IW):

An Inventory Worksheet is prepared for each community included in the current study. Each printed panel within the study for that community will be listed.

- If a FIRM panel is entirely within an ETJ area, the panel shall be included on the IW for the community exercising authority over the ETJ area.

1.8 MSC Paperwork; Community Map Action List (CMAL):

The 60.3 Land Usage Code is listed for the community that exercises authority over the ETJ area. The ETJ will not have a separate listing in the CMAL. The code is determined for the entire community (incorporated area and ETJ); if the codes for the incorporated area and the ETJ differ, the code of higher classification is used. For example, if the ETJ has floodway (Code 60.3d) but the incorporated area has only detailed analysis (Code 60.3c), the higher code of 60.3d shall be used. Note- the final Letter of Final Determination (LFD) docket must agree with this designation.

1.9 FIRM Panel Distribution:

FIRM panels will be physically distributed to the Community Map Repository of each NFIP community that has an Inventory Worksheet identifying printed FIRM panels. Communities with no printed panels but a printed FIRM Index map identified on an IW will receive the Index map but not FIRM panels.