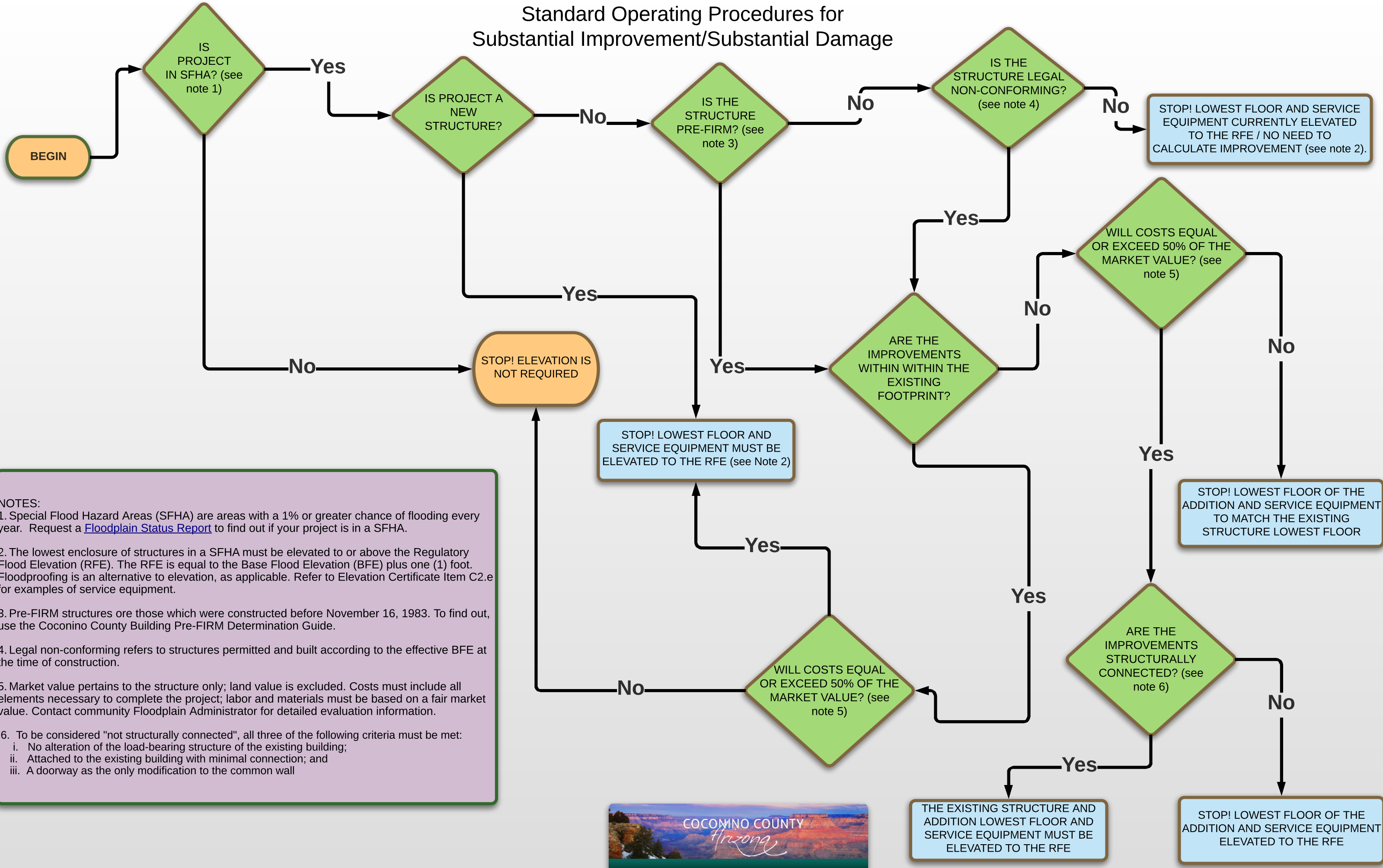


Standard Operating Procedures for Substantial Improvement/Substantial Damage



NOTES:

1. Special Flood Hazard Areas (SFHA) are areas with a 1% or greater chance of flooding every year. Request a [Floodplain Status Report](#) to find out if your project is in a SFHA.
2. The lowest enclosure of structures in a SFHA must be elevated to or above the Regulatory Flood Elevation (RFE). The RFE is equal to the Base Flood Elevation (BFE) plus one (1) foot. Floodproofing is an alternative to elevation, as applicable. Refer to Elevation Certificate Item C2.e for examples of service equipment.
3. Pre-FIRM structures are those which were constructed before November 16, 1983. To find out, use the Coconino County Building Pre-FIRM Determination Guide.
4. Legal non-conforming refers to structures permitted and built according to the effective BFE at the time of construction.
5. Market value pertains to the structure only; land value is excluded. Costs must include all elements necessary to complete the project; labor and materials must be based on a fair market value. Contact community Floodplain Administrator for detailed evaluation information.
6. To be considered "not structurally connected", all three of the following criteria must be met:
 - i. No alteration of the load-bearing structure of the existing building;
 - ii. Attached to the existing building with minimal connection; and
 - iii. A doorway as the only modification to the common wall

