

**ADMINISTRATION**



**STANDARD OPERATING PROCEDURES**

**LEON VALLEY FIRE DEPARTMENT**

**Rebuilding After The Flood Handout**

**S.O.P. 5.04**  
**August 20, 2015**

**PURPOSE**

The purpose of this document is to provide general construction and rebuilding guidance to citizens affected by flooding. This includes permit and construction requirements. All

**Floodplain Development Permit Requirements**

All development in The City of Leon Valley needs local and state permits. Contact The City of Leon Valley Community Development Department at (210) 684-1391 for advice before you build, fill, place a manufactured home or otherwise develop. The zoning ordinance, flood control ordinance and the International Building Codes have special provisions regulating construction and other developments within floodplains. Without these provisions, flood insurance through the National Flood Insurance Program (NFIP) would not be available to property owners in The City of Leon Valley. Any development in the floodplain without a permit is illegal; such activity can be reported to the City of Leon Valley Building Department at (210) 684-1391.

**Substantial Improvement Requirements**

The National Flood Insurance Program (NFIP) requires that any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure before the start of construction of the improvement, must conform or meet the same construction requirements as a new building and be constructed 2 feet above the minimum Base Flood Elevation (BFE) listed on The City of Leon Valley's Flood Insurance Rate Map (FIRM).

**Substantial Damage**

Substantial damage means damage of any origin sustained by a building or structure when the cost of restoring the building to its pre-damaged condition would equal or exceed 50% of the market value of the building before the damage occurred. Substantial damage is determined regardless of the actual repair work performed. The City of Leon Valley requires by ordinance that any substantial improvement or substantial damage improvement must have a building permit. Permit information can be obtained at the Building Department located at City Hall or by calling at (210) 684-1391.

**Flood Protection Assistance**

Concerned citizens and the general public can obtain information on flood protection assistance from The City of Leon Valley's Building Department (210) 684-3219 or the Department of Public Works by calling (210) 684-1232. Flood protection assistance provided by The City of Leon Valley is site-specific flood and flood related data, data on historical flooding in the neighborhood and similar information so inquirers can relate the flood threat to their problems. List of services provided:

- Provide a list of names of contractors and consultants knowledgeable or experienced in retrofitting techniques and construction.
- Provide materials on how to select a qualified contractor's and what recourse citizens have if they are dissatisfied with the contractor's performance.
- Make site visits to review flooding, drainage and sewer problems and provide one-on-one advice to property owners.
- Provide advice and assistance on retrofitting techniques, such as, elevating buildings above flood levels or the Base Flood Elevation (BFE), dry flood proofing, wet flood proofing and protecting basements from sewer backup. Also, information on the installation of barriers, berms and floodwalls around individual buildings or structures is available.

APPROVED BY: Elizabeth Carol, Floodplain Administrator

*Elizabeth Carol*