



MEETING OF MAYOR AND COUNCIL
MINUTES-SEPTEMBER 21, 2022
7:00PM

***MEETING CALLED TO ORDER – SALUTE TO THE FLAG – MOMENT OF SILENCE**
Mayor Slavicek called the meeting to order at 7:04pm. All in attendance stood and Pledged Allegiance to the Flag. A moment of silence was observed for the men and women in our military protecting our freedom.

***CALLING OF THE ROLL:**

Mayor Slavicek

Councilman Reid

Councilman Dzingleski – absent

Councilman Duffy

Councilman Karczewski

Councilman Stasi – absent

Also in attendance was Business Administrator Sal Masucci and Borough Attorney Joseph Youssouf.

***OPEN PUBLIC MEETINGS ACT STATEMENT**

Adequate notice of this meeting has been provided as is required under Chapter 231 Public Law 1975 specifying the time, date, location and to the extent known the agenda by posting a copy on the bulletin board in the Municipal Building outside of the meeting room and providing a copy to the Home News Tribune and Sentinel newspapers and by filing a copy in the office of the Municipal Clerk in accordance with the certification which will be entered in the minutes of this meeting.

***PUBLIC PORTION**

During the Public Portion of any Council Meeting members of the Public may only speak on topics of concern to the residents of the Borough. Each individual will be given five minutes to speak as per the Rules of Govern adopted on January 4, 2022. During the Public Portion of any meeting, the members of the Public as well as the Governing Body shall be courteous and respectful to one another. No comments and/or behavior that are considered disrespectful, ill-willed or with intent to harass will be tolerated. If such behavior occurs, then that individual

member of the Public will be asked to sit down and his or her turn to speak will be over, even if the five minutes is not.

No public comments.

*ACCEPTANCE OF MINUTES – August 17, 2022

MOTION – Councilman Karczewski

SECONDED – Councilman Duffy

ROLL CALL: 3-0

*CONSENT AGENDA

Report of Municipal Clerk, Tax Collector

RESOLUTIONS:

2022- 128: Appointment of Water and Sewer Operator Paul Reed

129: Certified Public Works Salary Increase Paul Reed

130: Governing Body Certification of the Annual Audit

131: Authorizing the Retiree Payout for Sandra Bohinski

132: Retro Pay for Staff

133: Credit of Water and Sewer Balance

134: Waiving of Type I Permit Fees

135: Payment of Bills

MOTION – Councilman Reid

SECONDED: Councilman Karczewski

ROLL CALL: 3-0

*REPORTS – Mayor, Committees, Attorney, Administrator

Mayor Slavicek stated Helmetta Day will be this upcoming Saturday starting at 4:00pm at the Pavilion. October 28th will be Hayrides and Bonfire at 7:00pm. Coffee with the Council will be November 12th at 9:00am at the Community Center. New Jersey League of Municipalities is in Atlantic City from November 15 thru November 17th. Maple Street project is finishing up. Councilman Karczewski discussed public safety with the Jamesburg Police Dept.

*Ordinance #2022-04 (Second Reading)

Ordinance for adoption of the Floodplain Management Regulations of Helmetta. An ordinance by the Mayor and Council of the Borough of Helmetta amending the Code of the Borough of Helmetta amending and supplementing Chapter 40 Section 119 of the Code of Helmetta to adopt flood hazard maps; to designate a Floodplain Administrator; and providing for severability and an effective date.

MOTION – Councilman Karczewski

SECONDED – Councilman Reid

ROLL CALL: 3-0

No comments from the public.

ADOPTION OF ORDINANCE:

MOTION – Councilman Duffy

SECONDED – Councilman Karczewski

ROLL CALL: 3-0

*Ordinance #2022-05 (First Reading)

Capital Ordinance Amending in Part Capital Ordinance No. 2022-03 Adopted on August 17, 2022 and providing for the preliminary design of improvements to Locust Drive, in order to expand the scope of improvements authorized, and to appropriate an additional \$353,000 therefor, for a total appropriation of \$380,000, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey.

MOTION – Councilman Karczewski

SECONDED – Councilman Duffy

ROLL CALL: 3-0

*Ordinance #2022-06 (First Reading)

Capital Ordinance providing for Geographic Information System Mapping – Phases I, II, III, IV, and appropriating \$22,500 therefor, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey.

MOTION – Councilman Duffy

SECONDED – Councilman Karczewski

ROLL CALL: 3-0

*CLOSED SESSION – Resolution pertaining to Matters: Contract Negotiation, Litigation, Personnel

MOTION – Councilman Karczewski

SECONDED – Councilman Reid

ROLL CALL: 3-0

*OPEN SESSION

MOTION – Councilman Duffy

SECONDED – Councilman Karczewski

ROLL CALL: 3-0

*RESOLUTION:

136: New Date/Time for November Council Meeting

MOTION – Councilman Reid

SECONDED – Councilman Karczewski

ROLL CALL: 3-0

*ADJOURNMENT

There being no further business, a MOTION to adjourn the meeting was made by Councilman Duffy and SECONDED by Councilman Reid at 8:05pm. All were in favor.

A handwritten signature in cursive script, appearing to read "Mel Hall", written in dark ink.

Melissa Hallerman
Acting Municipal Clerk

Report of Municipal Clerk

August 2022

Melissa Hallerman

DATE	NAME	FUND/ACCOUNT	AMOUNT	CK/CASH
8/5/2022	Jevic	Animal	\$8.00	Cash

BOROUGH OF HELMETTA

REPORT OF THE TAX COLLECTOR

MONTH OF: JUNE

DATED: 7/6/2022

TAXES 2021	13,706.35
TAXES 2022	22,653.69
TAXES 2023	0.00

INTEREST	902.02
FORECLOSURE FEES	1,448.96
LIEN REDEMPTION	13,850.66
RECORDING FEES	67.00
DUPLICATE CERT	
DUPLICATE BILL	
TAX SALE PREMIUMS	

TOTAL 52,630.68

TAX COLLECTORS TRUST

PRIOR BALANCE

DEPOSITS

DISBURSEMENTS

BANK BALANCE

Tina McDermott
TINA MCDERMOTT
TAX COLLECTOR

ADJUSTMENTS

0.00

CLOSING BALANCES

	DEBIT	CREDIT	NET
2019	0.00	(38,011.10)	(38,011.10) Kaplan
2021	12,909.87		12,909.87
2022	38,899.35	(30,409.96)	8,489.39
			(16,611.84) TOTAL

Ledger Bal

10,157.10 5/31/2022

\$15,366.62
1.66 BANK INT

25,525.38

\$21,466.62

ck 1419

21,466.62

Statement Bal
6/30/2022

4,058.76

[illegible]

BOROUGH OF HELMETTA

2021

DELINQUENT TAXES AS OF:

6/30/22

		TOTAL	Penalty		<u>2021</u>
					0.00
DECEMBER					<u>69,304.58</u>
<u>2022</u>					
JANUARY	<u>69,304.58</u>	Cash Recpts		adj	49,911.16
		(19,393.42)			43,379.70
FEBRUARY	49,911.16	(6,531.46)			39,012.43
MARCH	43,379.70	(4,367.27)			35,201.35
APRIL	39,012.43	(3,811.08)			26,616.22
MAY	35,201.35	(8,585.13)			12,909.87
JUNE	26,616.22	(13,706.35)			0.00
JULY					0.00
AUGUST					0.00
SEPTEMBER					0.00
OCTOBER					0.00
NOVEMBER					
BALANCE					<u>\$ 12,909.87</u>

BOROUGH OF HELMETTA

REPORT OF THE TAX COLLECTOR

MONTH OF: JULY

DATED: 8/3/2022

TAXES 2021	1,298.35
TAXES 2022	30,476.24
TAXES 2023	0.00

ADJUSTMENTS

VET ALLOWED	-250.00
100% DISABLED VET EXEMPT	1,560.99

INTEREST	414.56
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FORECLOSURE FEES

LIEN REDEMPTION

RECORDING FEES

DUPLICATE CERT

DUPLICATE BILL

TAX SALE PREMIUMS

CLOSING BALANCES

	DEBIT	CREDIT	NET
2019	0.00	(38,011.10)	(38,011.10) Kaplan
2021	11,611.52		11,611.52
2022	1,531,128.55	(8,270.98)	1,522,857.67
			<u>1,496,457.99</u> TOTAL

TOTAL	<u>32,189.15</u>
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TAX COLLECTORS TRUST

Ledger Bal

PRIOR BALANCE

<u>4,058.76</u>	<u>6/30/2022</u>
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DEPOSITS

0.36 BANK INT

<u>4,059.11</u>

DISBURSEMENTS

<u>0.00</u>

BANK BALANCE

<u>4,059.11</u>	Statement Bal
	<u>7/29/2022</u>

TAX LIEN SALE DATE: 11/16/22 9AM

TOTAL PROPERTIES	\$ TOTAL
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TAXES

4

11,611.52

WATER/SEWER

25

17,477.90

<u>29,089.42</u>

Current Taxes Beginning 12/31/2021		Receipts Prepaid (57,690.94)	2022LEVY PRELIM 2,945,891.65	Add/Omit 4,771.81	0.06 Penalty	Refunds or Adj.s.	Transfer Overpay	Srs & Vets Allowed Widow (10,250.00)	Srs & Vets Disallowed Widow 500.00	Transfer Years	County Bd Judgments	Property Maint	Cancel Resolution	Homestead Rebate	Balance
December	2,945,891.65	(57,690.94)		4,771.81		(3,121.98)	(6,038.10)								2,874,062.44
January	2,874,062.44	(1,011,346.62)				25.00									1,862,740.82
February	1,862,740.82	(369,452.17)						(250.00)							1,493,038.65
March	1,493,038.65	(71,820.84)												(89,253.56)	1,331,964.25
April	1,331,964.25	(352,440.50)													979,523.75
May	979,523.75	(948,480.26)				351.59		(500.00)	1,250.00						32,145.08
June	32,145.08	(22,655.69)													9,489.39
July	9,489.39	(30,476.24)				1,560.99		(250.00)							1,522,857.57
August	1,522,857.57		1,542,533.43												1,522,857.57
September	1,522,857.57														1,522,857.57
October	1,522,857.57														1,522,857.57
November	1,522,857.57														1,522,857.57
December	1,522,857.57														1,522,857.57
2023 PREPAY TOTAL		(2,864,363.26)	4,488,425.08	4,771.81	0.00	(1,184.40)	(6,038.10)	(11,250.00)	1,750.00	0.00	0.00	0.00	0.00	(89,253.56)	1,522,857.57

BOROUGH OF HELMETTA

2021

DELINQUENT TAXES AS OF:

7/31/22

		TOTAL	Penalty		<u>2021</u>
					0.00
DECEMBER					<u>69,304.58</u>
2022					
JANUARY	<u>69,304.58</u>	Cash Recpts	adj		49,911.16
FEBRUARY	49,911.16	(19,393.42)			43,379.70
MARCH	43,379.70	(6,531.46)			39,012.43
APRIL	39,012.43	(4,367.27)			35,201.35
MAY	35,201.35	(3,811.08)			26,616.22
JUNE	26,616.22	(8,585.13)			12,909.87
JULY	12,909.87	(13,706.35)			11,611.52
AUGUST		(1,298.35)			0.00
SEPTEMBER					0.00
OCTOBER					0.00
NOVEMBER					
BALANCE				\$	<u>11,611.52</u>

BOROUGH OF HELMETTA

REPORT OF THE TAX COLLECTOR

MONTH OF: AUGUST

DATED: 9/8/2022

TAXES 2021	0.00
TAXES 2022	1,475,683.91
TAXES 2023	0.00

ADJUSTMENTS

INTEREST	509.33
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FORECLOSURE FEES		<u>0.00</u>
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LIEN REDEMPTION

RECORDING FEES

DUPLICATE CERT

DUPLICATE BILL

TAX SALE PREMIUMS

CLOSING BALANCES

	DEBIT	CREDIT	NET	
2019	0.00	(38,011.10)	(38,011.10)	Kaplan
2021	11,611.52	0.00	11,611.52	
2022	83,901.99	(36,728.33)	47,173.66	
			<u>20,774.08</u>	TOTAL

TOTAL	<u>1,476,193.24</u>
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TAX COLLECTORS TRUST

Ledger Bal

PRIOR BALANCE

<u>4,059.11</u>	<u>7/29/2022</u>
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DEPOSITS

0.35 BANK INT

<u>4,059.46</u>

DISBURSEMENTS

<u>0.00</u>

BANK BALANCE

Statement Bal

<u>4,059.46</u>	<u>8/31/2022</u>
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TAX LIEN SALE DATE: 11/16/22 9AM

TOTAL PROPERTIES	\$ TOTAL
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TAXES

4

11,611.52

WATER/SEWER

23

17,235.30

<u>28,846.82</u>

Current Taxes Beginning 12/31/2021	Receipts	2022LEVY PRELIM	Add/Omit	0.06 Penalty	Refunds or Adjs.	Transfer Overpay	Srs & Vets Allowed Widow	Srs & Vets Disallowed Widow	County Bd. Judgments	Property Maint.	Cancel Resolution	Homestead Rebate	Balance
		2,945,891.65											
December	(57,690.94)	2,945,891.65	4,771.81		(3,121.98)	(6,038.10)	(10,250.00)	500.00					2,874,062.44
January	(57,690.94)												1,862,740.82
February	(57,690.94)				25.00		(250.00)						1,493,038.65
March	(57,690.94)											(89,253.56)	1,331,964.25
April	(57,690.94)												979,523.75
May	(57,690.94)						(500.00)	1,250.00					32,145.08
June	(57,690.94)												9,489.39
July	(57,690.94)						(250.00)						1,522,857.57
August	(57,690.94)				1,560.99								47,173.66
September	(57,690.94)												47,173.66
October	(57,690.94)												47,173.66
November	(57,690.94)												47,173.66
December	(57,690.94)												47,173.66
2023 PREPAY TOTAL	(4,340,047.17)	4,488,425.08	4,771.81	0.00	(1,184.40)	(6,038.10)	(11,250.00)	1,750.00	0.00	0.00	0.00	(89,253.56)	47,173.66

BOROUGH OF HELMETTA
2021
 DELINQUENT TAXES AS OF:

8/31/22

		TOTAL	Penalty	<u>2021</u>
				0.00
DECEMBER				<u>69,304.58</u>
<u>2022</u>		Cash Recpts	adj	
JANUARY	<u>69,304.58</u>	(19,393.42)		49,911.16
FEBRUARY	<u>49,911.16</u>	(6,531.46)		43,379.70
MARCH	<u>43,379.70</u>	(4,367.27)		39,012.43
APRIL	<u>39,012.43</u>	(3,811.08)		35,201.35
MAY	<u>35,201.35</u>	(8,585.13)		26,616.22
JUNE	<u>26,616.22</u>	(13,706.35)		12,909.87
JULY	<u>12,909.87</u>	(1,298.35)		11,611.52
AUGUST	<u>11,611.52</u>	0.00		11,611.52
SEPTEMBER				0.00
OCTOBER				0.00
NOVEMBER				
BALANCE				<u>\$ 11,611.52</u>

RESOLUTION

#2022 - 128

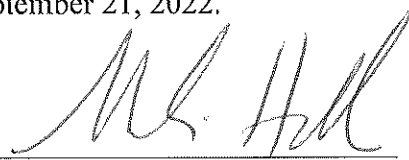
APPOINTMENT OF WATER AND SEWER OPERATOR -PAUL REED

BE IT RESOLVED, that this resolution hereby ratifies the action of the council on August 31st appointing Paul Reed as Water and Sewer operator for the Borough starting September 1st

	Motion	Second	Aye	Nay	Abstain	Absent
Dzingleski						✓
Duffy			✓			
Karczewski		✓	✓			
Reid	✓		✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Acting Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on September 21, 2022.



MELISSA HALLERMAN
Acting Municipal Clerk

RESOLUTION

#2022 - 129

CERTIFIED PUBLIC WORKS SALARY INCREASE-PAUL REED

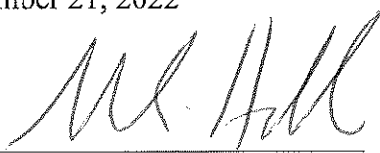
WHEREAS, Reed recently obtained his Certified Public Works Manager received passing grade on June 13th 2022

NOW THEREFORE, The Borough of Helmetta shall award Paul Reed an increase in his annual salary of \$15,000.00 based on his receipt of his Certified Public Works Manager certification retro from June 13th 2022.

	Motion	Second	Aye	Nay	Abstain	Absent
Dzingleski						✓
Duffy			✓			
Karczewski		✓	✓			
Reid	✓		✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Acting Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on September 21, 2022



MELISSA HALLERMAN
Acting Municipal Clerk

RESOLUTION
#2022-130
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2021 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5 a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled, "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of the Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:


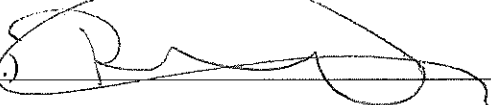

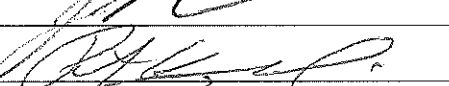
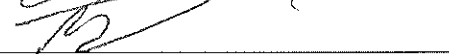
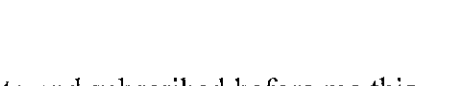
R.S. 52:27BB-52: A local officer or member of the local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

CERTIFICATION OF GOVERNING BODY OF THE ANNUAL AUDIT
GROUP AFFIDAVIT FORM
(NO PHOTO COPIES OF SIGNATURES)

STATE OF NEW JERSEY
COUNTY OF MIDDLESEX

We, members of the governing body of the Borough of Helmetta, in the County of Middlesex, being duly sworn according to law, upon our oath depose and say:

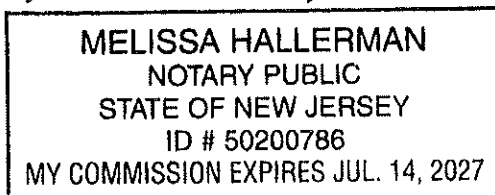
1. We are duly elected (or appointed) members of the Borough Council of the Borough of Helmetta in the County of Middlesex;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2021;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled, "Comments and Recommendations."

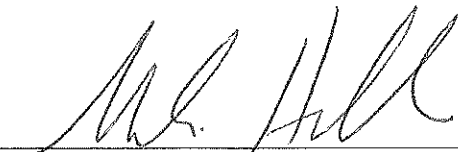
(L.S.)		(L.S.)	
(L.S.)		(L.S.)	
(L.S.)		(L.S.)	
(L.S.)		(L.S.)	
(L.S.)		(L.S.)	

Sworn to and subscribed before me this

26th day of September

Notary Public of New Jersey



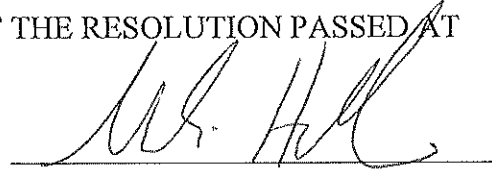

Clerk

The Municipal Clerk (or Clerk of the Board of Chosen Freeholders) shall set forth the reason of the absence of signatures of any members of the governing body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.

NOW, THEREFORE BE IT RESOLVED, that the Borough Council of the Borough of Helmetta, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON SEPTEMBER 21, 2022.

A handwritten signature in dark ink, appearing to read 'M. Hallerman', is written over a horizontal line.

Melissa Hallerman
Acting Municipal Clerk

BOROUGH OF HELMETTA

RESOLUTION NO. 2022-131

RESOLUTION AUTHORIZING THE RETIREE PAYOUT FOR SANDRA BOHINSKI.

WHEREAS, Sandra Bohinski had been employed as the Borough Clerk in the Borough of Helmetta for more than 33 years, commencing employment on August 1, 1988 and retiring on June 30, 2022; and

WHEREAS, Sandra Bohinski also served as the Borough's registrar and planning board secretary in addition to assisting with Helmetta's recreation and special events; and

WHEREAS, Sandra Bohinski was allowed sick and vacation time during her tenure with the Borough of Helmetta; and

WHEREAS, Sandra Bohinski would also accrue sick and vacation time during her tenure with the Borough of Helmetta; and

WHEREAS, in response to Sandra Bohinski's dedication and years of service to the Borough of Helmetta, the Borough is desirous of affording a payout of accumulated sick and vacation time and such payout being subject to the payout limits set forth in the Personnel Policy and Procedures Manual; and

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Helmetta, County of Middlesex, State of New Jersey, as follows:

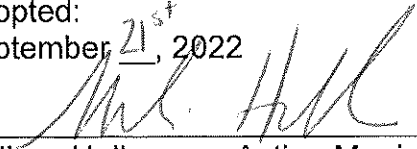
1). The Chief Finance Officer is hereby authorized to make a payment for the accrued sick (\$13,821.68) and vacation (\$7,870.00) less any applicable deductions to Sandra Bohinski.

BOROUGH OF HELMETTA

By: 

Christopher Slavicek, Mayor

Adopted:
September 21st, 2022


Melissa Hallerman, Acting Municipal Clerk

**Resolution
#2022-132**

**Resolution authorizing salaries and wages to be paid to employees of the Borough of
Helmetta, retroactive January 1, 2022**

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Helmetta that the following salaries and wages shall be paid to the various employees of the Borough of Helmetta retroactive January 1, 2022 unless otherwise noted

**Salaried
Employees**

<u>Employee</u>	<u>Base Salary</u>	<u>Longevity Percentage</u>	<u>Total Annual Salary</u>
Reed	\$ 81,874.89		\$ 81,874.89
Marabello	\$ 34,788.41		\$ 34,788.41
McDermott	\$ 11,852.24		\$ 11,852.24
Pacera	\$ 13,505.18		\$ 13,505.18
Kotora	\$ 10,550.00		\$ 10,550.00
Herman	\$ 14,000.00		\$ 14,000.00

Hourly Employees

<u>Employee</u>	<u>Hourly Rate</u>	<u>Longevity Percentage</u>
Feig	\$ 16.98	4%
Rampacek	\$ 16.24	
Hughes	\$ 21.64	

	Motion	Second	Aye	Nay	Abstain	Absent
Reid	✓		✓			
Duffy			✓			
Dzingleski						✓
Karczewski		✓	✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Acting Municipal Clerk of the Borough of Helmetta, do hereby certify that the foregoing resolution was duly adopted by the Borough Council of the Borough of Helmetta at a meeting held on the September 21, 2022.



Melissa Hallerman
Acting Municipal Clerk

RESOLUTION

#2022 – 133

CREDIT OF WATER AND SEWER BALANCE

WHEREAS, the Borough of Helmetta realized the property of 11 Railroad Avenue was flooded out from Tropical Storm Henri in August of 2021. The residents request a credit on the water and sewer bill as a result of new construction in September of 2022.


WHEREAS, as of April 26, 2022, Helmetta DPW turned off the water at curb stop at 11 Railroad Avenue. In addition, the sewer line was also cap off at the request of the Department of Community Affairs (the State) by external plumber retained by Mr. & Mrs. Hall owners of 11 Railroad Avenue

BE IT RESOLVED, by the Governing body of the Borough of Helmetta, any remaining balance of water and sewer will be credit until such a time when water /sewer are restored.

	Motion	Second	Aye	Nay	Abstain	Absent
Dzingleski						✓
Duffy			✓			
Karczewski		✓	✓			
Reid	✓		✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman Acting Municipal Clerk of the Borough of Helmetta, do hereby certify that the foregoing resolution was duly adopted by the Borough Council of the Borough of Helmetta at a meeting held on the September 21, 2022.



Melissa Hallerman
Acting Municipal Clerk

RESOLUTION

#2022-134

WAIVING OF TYPE 1 PERMIT FEES

WHEREAS, a Borough event is being held at the Helmetta Pavilion on September 24th; and

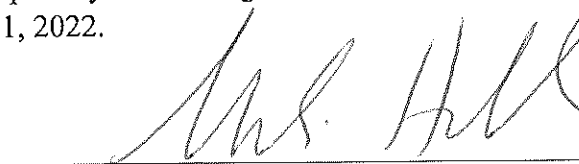
WHEREAS, food trucks will utilized for the event; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, that the type 1 permit fees for the food trucks be waived.

	Motion	Second	Aye	Nay	Abstain	Absent
Reid	✓		✓			
Duffy			✓			
Dzingleski						✓
Karczewski		✓	✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Acting Municipal Clerk of the Borough of Helmetta, do hereby certify that the foregoing resolution was duly adopted by the Borough Council of the Borough of Helmetta at a meeting held on the September 21, 2022.



Melissa Hallerman
Acting Municipal Clerk

RESOLUTION

#2022-135

PAYMENT OF BILLS

All bills shall be paid per list.

	Motion	Second	Aye	Nay	Abstain	Absent
Reid	✓		✓			
Duffy			✓			
Dzingleski						✓
Karczewski		✓	✓			
Mena						✓
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Acting Municipal Clerk of the Borough of Helmetta, do hereby certify that the foregoing resolution was duly adopted by the Borough Council of the Borough of Helmetta at a meeting held on the September 21, 2022.



Melissa Hallerman
Acting Municipal Clerk

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

P.O. #	P.O. Date	Vendor	Item Description	Amount	Charge Account	Acct Type	PO Type	Contract	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
22-00177	03/21/22	HDS01	CORE & MAIN LP										
1	5-BUFFALO BOXES			495.00	2-05-55-500-021	B WATER OPERATING OE			R	03/21/22	09/15/22		Q557831
2	15-CURB BOX LIDS			210.00	2-05-55-500-021	B WATER OPERATING OE			R	03/21/22	09/15/22		Q557831
3	5-VALVE RISER 1 INCH			100.00	2-05-55-500-021	B WATER OPERATING OE			R	03/21/22	09/15/22		Q557831
4	5 1/4 VB 11d			375.00	2-05-55-500-021	B WATER OPERATING OE			R	03/21/22	09/15/22		Q557831
				1,180.00									
22-00449	08/08/22	AUTOZ005	AUTOZONE STORES LLC										
1	GEAR OIL			13.90	2-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS			R	08/08/22	09/12/22		6450175422
2	FUNNEL			4.40	2-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS			R	08/08/22	09/12/22		645017583
3	TRANS FLUID 350			31.49	2-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS			R	08/08/22	09/12/22		645017583
4	PHONE MOUNT FOR 450			15.99	2-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS			R	08/08/22	09/12/22		645017583
5	CAR WASH			9.29	2-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS			R	08/08/22	09/12/22		645017583
6	TORQ SET			29.69	2-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS			R	08/08/22	09/12/22		645017860
7	GEAR OIL			6.95	2-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS			R	08/08/22	09/12/22		645017860
8	TRANSFER PUMP			10.87	2-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS			R	08/08/22	09/12/22		6450177494
				122.58									
22-00456	08/09/22	HOME02	HOME DEPOT										
1	WOOD FOR 450 BED			20.22	2-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS			R	08/09/22	09/12/22		0918000190231
2	12 PLANTER OLD FORGE RD			151.26	2-01-26-772-020	B BUILDINGS & GROUNDS OE			R	08/09/22	09/12/22		09180002532963
3	2 SAFETY VEST			29.94	2-01-26-772-020	B BUILDINGS & GROUNDS OE			R	08/09/22	09/12/22		09180005135629
				201.42									
22-00461	08/10/22	HOME02	HOME DEPOT										
1	6-ROLLER/1 ASSLY/6 TRAYS			27.21	2-01-26-772-020	B BUILDINGS & GROUNDS OE			R	08/10/22	09/16/22		09180005181540
2	5 GAL PAINT			254.90	2-01-28-796-020	B PARKS OE			R	08/10/22	09/12/22		09180005181540
3	YELLOW PAINT/WIRE BRUSH			98.74	2-01-26-772-020	B BUILDINGS & GROUNDS OE			R	08/10/22	09/12/22		09180005174727
4	4"BRH/LINER/PALL			37.22	2-01-26-772-020	B BUILDINGS & GROUNDS OE			R	08/10/22	09/12/22		09180005174727
5	4 GAL OF PAINT			171.92	2-01-28-796-020	B PARKS OE			R	08/10/22	09/12/22		09180005182316
6	4 GAL OF PAINT-CREDIT			51.92	2-01-28-796-020	B PARKS OE			R	08/10/22	09/12/22		09180005182316
				538.07									
22-00466	08/16/22	PRI02	PRINCETON FUEL OIL										
1	FUEL PURCHASE			642.32	2-01-31-830-020	B FUEL OIL PURCHASE			R	08/16/22	09/12/22		F1155029

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BOROUGH OF HELMETTA
Bill List By P.O. Number

Page No: 2

P.O. #	P.O. Date	Vendor	Item Description	Amount	Charge Account	Contract P.O. Type	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice
22-00467	08/16/22	MID10	MIDDLESEX WELDING SALES, INC.								
1	6 MO. RENTAL (1/1/22-6/30/22)			125.10	2-01-26-765-020	B	STREETS & ROADS OE	R	08/16/22	09/13/22	
22-00468	08/16/22	PRE03	PRECISION ANALYTICAL SVCS, INC								
1	JUNE 2022 SAMPLE ANALYSIS			37.00	2-05-55-500-021	B	WATER OPERATING OE	R	08/16/22	09/13/22	65031
22-00469	08/16/22	GAR03	GARDEN STATE FIRE & SAFETY, INC								
1	ANNUAL FIRE EXTINGUISHER INSP			115.00	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	45471
2	2.5LB EXTINGUISHER RECHARGED			23.25	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	45471
3	10LB EXTINGUISHER RECHARGED			32.00	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	45471
				170.25							
22-00470	08/16/22	BET01	BETTER LIVING								
1	CHAIN FOR 450			16.80	2-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	08/16/22	09/13/22	A553520
2	CHAINLINK			23.97	2-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	08/16/22	09/13/22	A553520
3	GLAV NIPPLES			8.58	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	A553520
4	29X1/2 PULLEY			6.99	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	A553520
5	30X1/2 PULLEY			5.99	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	A553520
				62.33							
22-00471	08/16/22	BET01	BETTER LIVING								
1	1 GALV NIPPLE			4.49	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	A555121
2	TAPE			8.39	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	A555121
3	WALL REPAIR FABRIC			11.99	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	A555121
4	SPANKLE			7.49	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	A555121
5	PUTTY KNIFE			3.59	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	A555121
6	29/1/2 PULLEY			6.99	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	A555121
7	1 GALV NIPPLE			8.58	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	A555121
				20.38							
22-00472	08/16/22	CIR01	CIRCLE JANITORIAL SUPPLIES								
1	FLOOR CLEANER			42.50	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	25733-22
2	WINDOW CLEANER			37.50	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	25733-22
				80.00							
22-00473	08/16/22	HOW02	HOME DEPOT								
1	CRACK SEALER COMW CTR			4.38	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	09180005144522
2	FUSE			29.00	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/16/22	09/13/22	09180005144522

BOROUGH OF HELMETTA
Bill List By P.O. Number

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[illegible]

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BOROUGH OF HELMETTA
Bill List By P.O. Number

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PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
22-00520	09/15/22	PAR04	PARTY PERFECT RENTALS LLC									
			1 BAL DUE-HELMETTA DAY	375.00	2-01-28-795-020	B	RECREATION OE	R	09/15/22	09/15/22		38773
22-00521	09/15/22	MICHE005	MICHELLE CASISA									
			1 PONY REIDES-HELMETTA DAY	975.00	2-01-28-795-020	B	RECREATION OE	R	09/15/22	09/15/22		2277
22-00522	09/15/22	GARDE005	GARDEN STATE FIREWORKS									
			1 FIREWORKS-HELMETTA DAY	4,000.00	T-13-55-000-007	B	RESERVE FOR RECREATION TRUST	R	09/15/22	09/15/22		9-24-2022
			2 FIREWORKS-HELMETTA DAY	3,500.00	2-01-28-795-020	B	RECREATION OE	R	09/15/22	09/15/22		9-24-2022
				7,500.00								
22-00523	09/15/22	TUSCA005	TUSCANY									
			1 FOOD-HELMETTA DAY	800.00	2-01-20-110-020	B	MAYOR & COUNCIL OE	R	09/15/22	09/15/22		26212
			2 FOOD-HELMETTA DAY	800.00	2-01-20-120-020	B	MUNICIPAL CLERK OE	R	09/15/22	09/15/22		26212
			3 FOOD-HELMETTA DAY	2,000.00	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/15/22	09/15/22		26212
				3,600.00								
22-00524	09/15/22	ANAZ005	AMAZON CAPITAL SERVICES									
			1 COUNTER TRIM COMM CTR	26.76	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/15/22	09/15/22		1XRTJFTCWLDQ
			2 FRONT SEAT ORGANIZER	32.00	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/15/22	09/15/22		1XRTJFTCWLDQ
			3 EARTH DAY SIGNS AND SEEDS	64.30	2-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/15/22	09/15/22		1JYVJDLXG013
				123.06								
22-00525	09/15/22	NEW23	NJ LEAGUE OF MUNICIPALITIES									
			1 MAYOR LUNCHEON BRIEFING	90.00	2-01-20-110-020	B	MAYOR & COUNCIL OE	R	09/15/22	09/15/22		11-16-22
22-00526	09/19/22	PWSE005	P&W SERVICES									
			1 3-STANDARD RESTROOMS	315.00	2-01-28-796-020	B	PARKS OE	R	09/19/22	09/19/22		1530
			2 1-ADA RESTROOM	225.00	2-01-28-796-020	B	PARKS OE	R	09/19/22	09/19/22		1530
			3 DELIVERY/PICKUP	155.00	2-01-28-796-020	B	PARKS OE	R	09/19/22	09/19/22		1530
				695.00								
22-00527	09/19/22	DJWWE005	Wayne Handwerk Jr.									
			1 MUSIC-HELMETTA DAY	400.00	2-01-28-795-020	B	RECREATION OE	R	09/19/22	09/19/22		863
Total Purchase Orders:				30	Total P.O. Line Items:	72	Total List Amount:	30,827.80	Total Void Amount:	0.00		

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	2-01	25,335.80	0.00	25,335.80	0.00	0.00	25,335.80
WATER OPERATING FUND	2-05	1,217.00	0.00	1,217.00	0.00	0.00	1,217.00
Year Total:		26,552.80	0.00	26,552.80	0.00	0.00	26,552.80
GENERAL TRUST FUND	T-13	4,275.00	0.00	4,275.00	0.00	0.00	4,275.00
Total of All Funds:		30,827.80	0.00	30,827.80	0.00	0.00	30,827.80

RESOLUTION

#2022 – 136

NEW DATE/TIME FOR NOVEMBER COUNCIL MEETING

BE IT RESOLVED, by the Governing body of the Borough of Helmetta, voted that November council meeting schedule for November 16th at 7:00 pm is changed to November 23rd at 6:00 pm.

	Motion	Second	Aye	Nay	Abstain	Absent
Reid	✓		✓			
Dzingleski						✓
Duffy			✓			
Karczewski		✓	✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman Acting Municipal Clerk of the Borough of Helmetta, do hereby certify that the foregoing resolution was duly adopted by the Borough Council of the Borough of Helmetta at a meeting held on the September 21, 2022.



Melissa Hallerman
Acting Municipal Clerk

Helmetta

**ORDINANCE FOR ADOPTION OF THE FLOODPLAIN MANAGEMENT REGULATIONS
OF HELMETTA**

ORDINANCE NO. 2022-04

**AN ORDINANCE BY THE MAYOR AND COUNCIL OF THE BOROUGH OF HELMETTA
AMENDING THE CODE OF THE BOROUGH OF HELMETTA AMENDING AND
SUPPLEMENTING CHAPTER 40 SECTION 119 OF THE CODE OF HELMETTA TO
ADOPT FLOOD HAZARD MAPS; TO DESIGNATE A FLOODPLAIN ADMINISTRATOR;
AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

WHEREAS, the Legislature of the State of New Jersey has, in N.J.S.A. 40:48 et seq and N.J.S.A. 40:55D et seq., conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Federal Emergency Management Agency has identified special flood hazard areas within the boundaries of **Middlesex County** and such areas may be subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare, and

WHEREAS, the **Borough of Helmetta** was accepted for participation in the National Flood Insurance Program and the **Mayor and Council of the Helmetta** desires to continue to meet the requirements of Title 44 Code of Federal Regulations, Sections 59, 60, 65 and 70 necessary for such participation; and

WHEREAS, the **Borough of Helmetta** is required, pursuant to N.J.A.C. 5:23 et seq., to administer and enforce the State building codes, and such building codes contain certain provisions that apply to the design and construction of buildings and structures in flood hazard areas; and

WHEREAS, the **Borough of Helmetta** is required, pursuant to N.J.S.A. 40:49-5, to enforce zoning codes that secure safety from floods and contain certain provisions that apply to the development of lands; and

WHEREAS, the **Borough of Helmetta** is required, pursuant to N.J.S.A. 58:16A-57, within 12 months after the delineation of any flood hazard area, to adopt rules and regulations concerning the development and use of land in the flood fringe area which at least conform to the standards promulgated by the New Jersey Department of Environmental Protection (NJDEP).

NOW, THEREFORE, BE IT ORDAINED by the **Mayor and Council of the Borough of Helmetta**
that the following floodplain management regulations are hereby adopted.

SECTION 1. RECITALS.

acknowledge that the Uniform Construction Code contains certain provisions that apply to the design and construction of buildings and structures in flood hazard areas. Therefore, these regulations are intended to be administered and enforced in conjunction with the Uniform Construction Code.

101.5 Ordinary Building Maintenance and Minor Work. Improvements defined as ordinary building maintenance and minor work projects by the Uniform Construction Code including non-structural replacement-in-kind of windows, doors, cabinets, plumbing fixtures, decks, walls, partitions, new flooring materials, roofing, etc. shall be evaluated by the Floodplain Administrator through the floodplain development permit to ensure compliance with the Substantial Damage and Substantial Improvement Section 103.14 of this ordinance.

101.6 Warning. The degree of flood protection required by these regulations is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur. Flood heights may be increased by man-made or natural causes. Enforcement of these regulations does not imply that land outside the special flood hazard areas, or that uses permitted within such flood hazard areas, will be free from flooding or flood damage.

101.7 Other laws. The provisions of these regulations shall not be deemed to nullify any provisions of local, State, or Federal law.

101.8 Violations and Penalties for Noncompliance. No structure or land shall hereafter be constructed, re-located to, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations. Violation of the provisions of this ordinance by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a violation under N.J.S.A. 40:49-5. Any person who violates this ordinance or fails to comply with any of its requirements shall be subject to one (1) or more of the following: a fine of not more than \$1250, Imprisonment for a term not exceeding ninety(90) days or a period of community service not exceeding 90 days.

Each day in which a violation of an ordinance exists shall be considered to be a separate and distinct violation subject to the imposition of a separate penalty for each day of the violation as the Court may determine except that the owner will be afforded the opportunity to cure or abate the condition during a 30 day period and shall be afforded the opportunity for a hearing before the court for an independent determination concerning the violation. Subsequent to the expiration of the 30 day period, a fine greater than \$1250] may be imposed if the court has not determined otherwise, or if upon reinspection of the property, it is determined that the abatement has not been substantially completed.

Any person who is convicted of violating an ordinance within one year of the date of a previous violation of the same ordinance and who was fined for the previous violation, shall be sentenced by a court to an additional fine as a repeat offender. The additional fine imposed by the court upon a person for a repeated offense shall not be less than the minimum or exceed the maximum fine fixed for a violation of the ordinance, but shall be calculated separately from the fine imposed for the violation of the ordinance.

101.8.1 Solid Waste Disposal in a Flood Hazard Area. Any person who has unlawfully disposed of solid waste in a floodway or floodplain who fails to comply with this ordinance or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$2500 or up to a maximum penalty by a fine not exceeding \$10,000 under N.J.S.A. 40:49-5.

101.9 Abrogation and greater restrictions. These regulations supersede any ordinance in effect in flood hazard areas. However, these regulations are not intended to repeal or abrogate any existing ordinances including land development regulations, subdivision regulations, zoning ordinances, stormwater management regulations, or building codes. In the event of a conflict between these regulations and any other ordinance, code, or regulation, the more restrictive shall govern.

SECTION 102 APPLICABILITY

102.1 General. These regulations, in conjunction with the Uniform Construction Code, provide minimum requirements for development located in flood hazard areas, including the subdivision of land and other developments; site improvements and installation of utilities; placement and replacement of manufactured homes; placement of recreational vehicles; new construction and alterations, repair, reconstruction, rehabilitation or additions of existing buildings and structures; substantial improvement of existing buildings and structures, including repair of substantial damage; installation of tanks; temporary structures and temporary or permanent storage; utility and miscellaneous Group U buildings and structures; and certain building work exempt from permit under the Uniform Construction Code; and other buildings and development activities.

102.2 Establishment of Flood Hazard Areas. The Borough of Helmetta was accepted for participation in the National Flood Insurance Program on _____. The National Flood Insurance Program (NFIP) floodplain management regulations encourage that all Federal, State, and Local regulations that are more stringent than the minimum NFIP standards take precedence in permitting decisions. The FHACA requires that the effective Flood Insurance Rate Map, most recent preliminary FEMA mapping and flood studies, and Department delineations be compared to determine the most restrictive mapping. The FHACA also regulates unstudied flood hazard areas in watersheds measuring 50 acres or greater in size and most riparian zones in New Jersey. Because of these higher standards, the regulated flood hazard area in New Jersey may be more expansive and more restrictive than the FEMA Special Flood Hazard Area. Maps and studies that establish flood hazard areas are on file at the **office of the Floodplain Administrator**.

The following sources identify flood hazard areas in this jurisdiction and must be considered when determining the Best Available Flood Hazard Data Area:

- 1) **Effective Flood Insurance Study.** Special Flood Hazard Areas (SFHAs) identified by the Federal Emergency Management Agency in a scientific and engineering report entitled {full title of the FIS} dated {effective date of FIS} and the accompanying Flood Insurance Rate Maps (FIRM) identified in Table 102.2(1) whose effective date is {effective date of appendix map} are hereby adopted by reference.

Table 102.2(1)

Map Panel #	Effective Date	Suffix	Map Panel #	Effective Date	Suffix
0143	07/06/2010	F			
0252	07/06/2010	F			
0256	07/06/2010	F			

- 2) **Federal Best Available Information.** **Helmetta Borough** shall utilize Federal flood information as listed in the table below that provides more detailed hazard information, higher flood elevations, larger flood hazard areas, and results in more restrictive regulations. This information may include but is not limited to preliminary flood elevation guidance from FEMA (such as Advisory Flood Hazard Area Maps, Work Maps or Preliminary FIS and FIRM). Additional Federal Best Available studies issued after the date of this ordinance must also be considered. These studies are listed on FEMA's Map Service Center. This information shall be used for floodplain regulation purposes only.

Table 102.2(2)

Map Panel #	Preliminary Date	Map Panel #	Preliminary Date
34023C0143F	1/30/2015		

- 3) **Other Best Available Data.** **Helmetta** shall utilize high water elevations from flood events, groundwater flooding areas, studies by federal or state agencies, or other information deemed appropriate by the {County of Middlesex. Other "best available information" may not be used which results in less restrictive flood elevations, design standards, or smaller flood hazard areas than the sources described in Section 102.2 (1) and (2), above. This information shall be used for floodplain regulation purposes only.

Optional Higher Standard – The community may develop more restrictive flood zone mapping with larger areal extents or more restrictive elevations by resolution and incorporating these maps into this ordinance. A record shall be kept in this ordinance of the more restrictive map in the following Table; renumbering subsequent tables, as necessary.

Table 102.2(3)

Map Description	Ordinance Number	Date Effective	Date Withdrawn and Ordinance Number

- 4) **State Regulated Flood Hazard Areas.** For State regulated waters, the NJ Department of Environmental Protection (NJDEP) identifies the flood hazard area as the land, and the space above that land, which lies below the "Flood Hazard Area Control Act Design Flood Elevation", as defined in Section 201, and as described in the New Jersey Flood Hazard Area Control Act at N.J.A.C. 7:13. A FHACA flood hazard area exists along every regulated water that has a drainage area of 50 acres or greater. Such area may extend beyond the boundaries of the Special Flood Hazard

Areas (SFHAs) as identified by FEMA. The following is a list of New Jersey State studied waters in this community under the FHACA, and their respective map identification numbers.

Table 102.2(3 or 4) List of State Studied Waters

Name of Studied Water	File Name	Map Number
Manalapan Brook		H0000090
	https://www.nj.gov/dep/landuse/images/flood/plans/H0000090.tif	

- 5) Optional Higher Standard – The most restrictive 0.2% annual chance (500 year) effective or preliminary FEMA flood study is adopted by this ordinance for consideration when establishing the Best Available Flood Hazard Data Area.
- 6) Optional Higher Standard- US Army Corps of Engineers Maps with more restrictive data could be referenced here if the jurisdiction wants to include these maps for construction and decision-making purposes.
- 7) Optional Higher Standards for minimum design elevations could be included here if these are more restrictive than the standards referred to in this section.

102.3 Establishing the Local Design Flood Elevation (LDFE).

The Local Design Flood Elevation (LDFE) is established in the flood hazard areas determined in Section 102.2, above, using the best available flood hazard data sources, and the Flood Hazard Area Control Act minimum Statewide elevation requirements for lowest floors in A, Coastal A, and V zones, ASCE 24 requirements for critical facilities as specified by the building code, plus additional freeboard as specified by this ordinance.

At a minimum, the Local Design Flood Elevation shall be as follows:

- 1) For a delineated watercourse, the elevation associated with the Best Available Flood Hazard Data Area determined in Section 102.2, above plus one foot or as described by N.J.A.C. 7:13 [or higher standard feet] of freeboard; or
- 2) For any undelineated watercourse (where mapping or studies described in 102.2 (1) and (2) above are not available) that has a contributory drainage area of 50 acres or more, the applicants must provide one of the following to determine the Local Design Flood Elevation:
 - a. A copy of an unexpired NJDEP Flood Hazard Area Verification plus one foot or higher standard feet of freeboard and any additional freeboard as required by ASCE 24; or
 - b. A determination of the Flood Hazard Area Design Flood Elevation using Method 5 or Method 6 (as described in N.J.A.C. 7:13) plus one foot or [higher standard feet] of freeboard and any additional freeboard as required by ASCE 24. Any determination using these methods must be sealed and submitted according to Section 105.2-3.
- 3) AO Zones – For Zone AO areas on the municipality's FIRM (or on preliminary flood elevation guidance from FEMA), the Local Design Flood Elevation is determined from the FIRM panel as the highest adjacent grade plus the depth number specified plus one foot [or higher standard feet] of freeboard. If no depth number is specified, the Local Design Flood Elevation is three (3) feet [or more feet] above the highest adjacent grade.
- 4) Class IV Critical Facilities - For any proposed development of new and substantially improved Flood Design Class IV Critical Facilities, the Local Design Flood Elevation must be the higher of the 0.2% annual chance (500 year) flood elevation or the Flood Hazard Area Design Flood Elevation with an additional 2 feet [or higher standard feet] of freeboard in accordance with ASCE 24.
- 5) Class III Critical Facilities - For proposed development of new and substantially improved Flood Design Class III Critical Facilities in coastal high hazard areas, the Local Design Flood Elevation must be the higher of the 0.2% annual chance (500 year) flood elevation or the Flood Hazard Area Design Flood Elevation with an additional 1 foot [or higher standard feet] of freeboard in accordance with ASCE 24.

SECTION 103 DUTIES AND POWERS OF THE FLOODPLAIN ADMINISTRATOR

103.1 Floodplain Administrator Designation. The {insert position title} is designated the Floodplain Administrator. The Floodplain Administrator shall have the authority to delegate performance of certain duties to other employees.

103.2 General. The Floodplain Administrator is authorized and directed to administer the provisions of these regulations. The Floodplain Administrator shall have the authority to render interpretations of these regulations consistent with the intent and purpose of these regulations and to establish policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be consistent with the intent and purpose of these regulations and the flood provisions of the building code and shall not have the effect of waiving specific requirements without the granting of a variance pursuant to Section 107 of these regulations.

103.3 Coordination. The Floodplain Administrator shall coordinate with the Construction Official to administer and enforce the flood provisions of the Uniform Construction Code.

103.4 Duties. The duties of the Floodplain Administrator shall include but are not limited to:

- (1) Review all permit applications to determine whether proposed development is located in flood hazard areas established in Section 102 of these regulations.
- (2) Require development in flood hazard areas to be reasonably safe from flooding and to be designed and constructed with methods, practices and materials that minimize flood damage.
- (3) Interpret flood hazard area boundaries and provide available flood elevation and flood hazard information.
- (4) Determine whether additional flood hazard data shall be obtained or developed.
- (5) Review required certifications and documentation specified by these regulations and the building code to determine that such certifications and documentations are complete.
- (6) Establish, in coordination with the Construction Official, written procedures for administering and documenting determinations of substantial improvement and substantial damage made pursuant to Section 103.14 of these regulations.
- (7) Coordinate with the Construction Official and others to identify and investigate damaged buildings located in flood hazard areas and inform owners of the requirement to obtain permits for repairs.
- (8) Review requests submitted to the Construction Official seeking approval to modify the strict application of the flood load and flood resistant construction requirements of the Uniform Construction code to determine whether such requests require consideration as a variance pursuant to Section 107 of these regulations.
- (9) Require applicants who submit hydrologic and hydraulic engineering analyses to support permit applications to submit to FEMA the data and information necessary to maintain the Flood Insurance Rate Maps when the analyses propose to change base flood elevations, flood hazard area boundaries, or floodway designations; such submissions shall be made within 6 months of such data becoming available.
- (10) Require applicants who propose alteration of a watercourse to notify adjacent jurisdictions and the NJDEP Bureau of Flood Engineering, and to submit copies of such notifications to the Federal Emergency Management Agency (FEMA).
- (11) Inspect development in accordance with Section 106 of these regulations and inspect flood hazard areas to determine if development is undertaken without

issuance of permits.

- (12) Prepare comments and recommendations for consideration when applicants seek variances in accordance with Section 107 of these regulations.
- (13) Cite violations in accordance with Section 108 of these regulations.
- (14) Notify the Federal Emergency Management Agency when the corporate boundaries of {name of community} have been modified.
- (15) Permit Ordinary Maintenance and Minor Work in the regulated areas discussed in Section 102.2.

103.5 Use of changed technical data. The Floodplain Administrator and the applicant shall not use changed flood hazard area boundaries or base flood elevations for proposed buildings or developments unless the Floodplain Administrator or applicant has applied for a Conditional Letter of Map Revision (CLOMR) to the Flood Insurance Rate Map (FIRM) revision and has received the approval of the Federal Emergency Management Agency. A revision of the effective FIRM does not remove the related feature(s) on a flood hazard area delineation that has been promulgated by the NJDEP. A separate application must be made to the State pursuant to N.J.A.C. 7:13 for revision of a flood hazard design flood elevation, flood hazard area limit, floodway limit, and/or other related feature.

103.6 Other permits. It shall be the responsibility of the Floodplain Administrator to assure that approval of a proposed development shall not be given until proof that necessary permits have been granted by Federal or State agencies having jurisdiction over such development, including section 404 of the Clean Water Act. In the event of conflicting permit requirements, the Floodplain Administrator must ensure that the most restrictive floodplain management standards are reflected in permit approvals.

103.7 Determination of Local Design Flood Elevations. If design flood elevations are not specified, the Floodplain Administrator is authorized to require the applicant to:

- (1) Obtain, review, and reasonably utilize data available from a Federal, State, or other source, or
- (2) Determine the design flood elevation in accordance with accepted hydrologic and hydraulic engineering techniques. Such analyses shall be performed and sealed by a licensed professional engineer. Studies, analyses, and computations shall be submitted in sufficient detail to allow review and approval by the Floodplain Administrator. The accuracy of data submitted for such determination shall be the responsibility of the applicant.

It shall be the responsibility of the Floodplain Administrator to verify that the applicant's proposed Best Available Flood Hazard Data Area and the Local Design Flood Elevation in any development permit accurately applies the best available flood hazard data and methodologies for determining flood hazard areas and design elevations described in 102.2 and 102.3 respectively. This information shall be provided to the Construction Official and documented according to Section 103.15.

103.8 Requirement to submit new technical data. Base Flood Elevations may increase or decrease resulting from natural changes (e.g. erosion, accretion, channel migration, subsidence, uplift) or man-made physical changes (e.g. dredging, filling, excavation) affecting flooding conditions. As soon as practicable, but not later than six months after the date of a man-made change or when information about a natural change becomes available, the Floodplain Administrator shall notify the Federal Insurance Administrator of the changes by Final Riverine Model Code Coordinated Ordinance. 08.12.2021

submitting technical or scientific data in accordance with Title 44 Code of Federal Regulations Section 65.3. Such a submission is necessary so that upon confirmation of those physical changes affecting flooding conditions, risk premium rates and floodplain management requirements will be based upon current data.

103.9 Activities in riverine flood hazard areas. In riverine flood hazard areas where design flood elevations are specified but floodways have not been designated, the Floodplain Administrator shall not permit any new construction, substantial improvement or other development, including the placement of fill, unless the applicant submits an engineering analysis prepared by a licensed professional engineer that demonstrates that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachment, will not increase the design flood elevation more than 0.2 feet at any point within the community.

103.10 Floodway encroachment. Prior to issuing a permit for any floodway encroachment, including fill, new construction, substantial improvements and other development or land-disturbing activity, the Floodplain Administrator shall require submission of a certification prepared by a licensed professional engineer, along with supporting technical data, that demonstrates that such development will not cause any increase in the base flood level.

103.10.1 Floodway revisions. A floodway encroachment that increases the level of the base flood is authorized if the applicant has applied for a Conditional Letter of Map Revision (CLOMR) to the Flood Insurance Rate Map (FIRM) and has received the approval of FEMA.

103.11 Watercourse alteration. Prior to issuing a permit for any alteration or relocation of any watercourse, the Floodplain Administrator shall require the applicant to provide notification of the proposal to the appropriate authorities of all adjacent government jurisdictions, as well as the NJDEP Bureau of Flood Engineering and the Division of Land Resource Protection. A copy of the notification shall be maintained in the permit records and submitted to FEMA.

103.11.1 Engineering analysis. The Floodplain Administrator shall require submission of an engineering analysis prepared by a licensed professional engineer, demonstrating that the flood-carrying capacity of the altered or relocated portion of the watercourse will be maintained, neither increased nor decreased. Such watercourses shall be maintained in a manner that preserves the channel's flood-carrying capacity.

103.12 Alterations in coastal areas. The excavation or alteration of sand dunes is governed by the New Jersey Coastal Zone Management (CZM) rules, N.J.A.C. 7:7. Prior to issuing a flood damage prevention permit for any alteration of sand dunes in coastal high hazard areas and Coastal A Zones, the Floodplain Administrator shall require that a New Jersey CZM permit be obtained and included in the flood damage prevention permit application. The applicant shall also provide documentation of any engineering analysis, prepared by a licensed professional engineer, that demonstrates that the proposed alteration will not increase the potential for flood damage.

103.13 Development in riparian zones All development in Riparian Zones as described in N.J.A.C. 7:13 is prohibited by this ordinance unless the applicant has received an individual or general permit or has complied with the requirements of a permit by rule or permit by certification from NJDEP Division of Land Resource Protection prior to application for a floodplain development permit and the project is compliant with all other Floodplain Development provisions of this ordinance. The width of the riparian zone can range between

50 and 300 feet and is determined by the attributes of the waterbody and designated in the New Jersey Surface Water Quality Standards N.J.A.C. 7:9B. The portion of the riparian zone located outside of a regulated water is measured landward from the top of bank. Applicants can request a verification of the riparian zone limits or a permit applicability determination to determine State permit requirements under N.J.A.C. 7:13 from the NJDEP Division of Land Resource Protection.

103.14 Substantial improvement and substantial damage determinations. When buildings and structures are damaged due to any cause including but not limited to man-made, structural, electrical, mechanical, or natural hazard events, or are determined to be unsafe as described in N.J.A.C. 5:23; and for applications for building permits to improve buildings and structures, including alterations, movement, repair, additions, rehabilitations, renovations, ordinary maintenance and minor work, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Construction Official, shall:

- (1) Estimate the market value, or require the applicant to obtain a professional appraisal prepared by a qualified independent appraiser, of the market value of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made.
- (2) Determine and include the costs of all ordinary maintenance and minor work, as discussed in Section 102.2, performed in the floodplain regulated by this ordinance in addition to the costs of those improvements regulated by the Construction Official in substantial damage and substantial improvement calculations.
- (3) Compare the cost to perform the improvement, the cost to repair the damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, where applicable, to the market value of the building or structure.
- (4) Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage. This determination requires the evaluation of previous permits issued for improvements and repairs over a period of [insert number] years prior to the permit application or substantial damage determination as specified in the definition of substantial improvement. [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
- (5) Notify the applicant in writing when it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the building code is required and notify the applicant in writing when it is determined that work does not constitute substantial improvement or repair of substantial damage. The Floodplain Administrator shall also provide all letters documenting substantial damage and compliance with flood resistant construction requirements of the building code to the NJDEP Bureau of Flood Engineering.

103.15 Department records. In addition to the requirements of the building code and these regulations, and regardless of any limitation on the period required for retention of public records, the Floodplain Administrator shall maintain and permanently keep and make available for public inspection all records that are necessary for the administration of these regulations and the flood provisions of the Uniform Construction Code, including Flood Insurance Studies,

Flood Insurance Rate Maps; documents from FEMA that amend or revise FIRMs; NJDEP delineations, records of issuance of permits and denial of permits; records of ordinary maintenance and minor work, determinations of whether proposed work constitutes substantial improvement or repair of substantial damage; required certifications and documentation specified by the Uniform Construction Code and these regulations including as-built Elevation Certificates; notifications to adjacent communities, FEMA, and the State related to alterations of watercourses; assurance that the flood carrying capacity of altered waterways will be maintained; documentation related to variances, including justification for issuance or denial; and records of enforcement actions taken pursuant to these regulations and the flood resistant provisions of the Uniform Construction Code. The Floodplain Administrator shall also record the required elevation, determination method, and base flood elevation source used to determine the Local Design Flood Elevation in the floodplain development permit.

103.16 Liability. The Floodplain Administrator and any employee charged with the enforcement of these regulations, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by these regulations or other pertinent law or ordinance, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of these regulations shall be defended by legal representative of the jurisdiction until the final termination of the proceedings. The Floodplain Administrator and any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of these regulations.

SECTION 104 PERMITS

104.1 Permits Required. Any person, owner or authorized agent who intends to conduct any development in a flood hazard area shall first make application to the Floodplain Administrator and shall obtain the required permit. Depending on the nature and extent of proposed development that includes a building or structure, the Floodplain Administrator may determine that a floodplain development permit or approval is required in addition to a building permit.

104.2 Application for permit. The applicant shall file an application in writing on a form furnished by the Floodplain Administrator. Such application shall:

- (1) Identify and describe the development to be covered by the permit.
- (2) Describe the land on which the proposed development is to be conducted by legal description, street address or similar description that will readily identify and definitively locate the site.
- (3) Indicate the use and occupancy for which the proposed development is intended.
- (4) Be accompanied by a site plan and construction documents as specified in Section 105 of these regulations, grading and filling plans and other information deemed appropriate by the Floodplain Administrator.
- (5) State the valuation of the proposed work, including the valuation of ordinary maintenance and minor work.
- (6) Be signed by the applicant or the applicant's authorized agent.

104.3 Validity of permit. The issuance of a permit under these regulations or the Uniform Construction Code shall not be construed to be a permit for, or approval of, any violation of this appendix or any other ordinance of the jurisdiction. The issuance of a permit based on

submitted documents and information shall not prevent the Floodplain Administrator from requiring the correction of errors. The Floodplain Administrator is authorized to prevent occupancy or use of a structure or site which is in violation of these regulations or other ordinances of this jurisdiction.

104.4 Expiration. A permit shall become invalid when the proposed development is not commenced within 180 days after its issuance, or when the work authorized is suspended or abandoned for a period of 180 days after the work commences. Extensions shall be requested in writing and justifiable cause demonstrated. The Floodplain Administrator is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each.

104.5 Suspension or revocation. The Floodplain Administrator is authorized to suspend or revoke a permit issued under these regulations whenever the permit is issued in error or on the basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance or code of this jurisdiction.

SECTION 105 SITE PLANS AND CONSTRUCTION DOCUMENTS

105.1 Information for development in flood hazard areas. The site plan or construction documents for any development subject to the requirements of these regulations shall be drawn to scale and shall include, as applicable to the proposed development:

- (1) Delineation of flood hazard areas, floodway boundaries and flood zone(s), base flood elevation(s), and ground elevations when necessary for review of the proposed development. For buildings that are located in more than one flood hazard area, the elevation and provisions associated with the most restrictive flood hazard area shall apply.
- (2) Where base flood elevations or floodway data are not included on the FIRM or in the Flood Insurance Study, they shall be established in accordance with Section 105.2.
- (3) Where the parcel on which the proposed development will take place will have more than 50 lots or is larger than 5 acres and base flood elevations are not included on the FIRM or in the Flood Insurance Study, such elevations shall be established in accordance with Section 105.2(3) of these regulations.
- (4) Location of the proposed activity and proposed structures, and locations of existing buildings and structures; in coastal high hazard areas and Coastal A zones, new buildings shall be located landward of the reach of mean high tide.
- (5) Location, extent, amount, and proposed final grades of any filling, grading, or excavation.
- (6) Where the placement of fill is proposed, the amount, type, and source of fill material; compaction specifications; a description of the intended purpose of the fill areas; and evidence that the proposed fill areas are the minimum necessary to achieve the intended purpose. The applicant shall provide an engineering certification confirming that the proposal meets the flood storage displacement limitations of N.J.A.C. 7:13.
- (7) Extent of any proposed alteration of sand dunes.
- (8) Existing and proposed alignment of any proposed alteration of a watercourse.
- (9) Floodproofing certifications, V Zone and Breakaway Wall Certifications, Operations and Maintenance Plans, Warning and Evacuation Plans and other documentation required pursuant to FEMA publications.

documents, and other data that are required by these regulations but that are not required to be prepared by a registered design professional when it is found that the nature of the proposed development is such that the review of such submissions is not necessary to ascertain compliance.

105.2 Information in flood hazard areas without base flood elevations (approximate Zone A). Where flood hazard areas are delineated on the effective or preliminary FIRM and base flood elevation data have not been provided, the applicant shall consult with the Floodplain Administrator to determine whether to:

- (1) Use the Approximation Method (Method 5) described in N.J.A.C. 7:13 in conjunction with Appendix 1 of the FHACA to determine the required flood elevation.
- (2) Obtain, review, and reasonably utilize data available from a Federal, State or other source when those data are deemed acceptable to the Floodplain Administrator to reasonably reflect flooding conditions.
- (3) Determine the base flood elevation in accordance with accepted hydrologic and hydraulic engineering techniques according to Method 6 as described in N.J.A.C. 7:13. Such analyses shall be performed and sealed by a licensed professional engineer.

Studies, analyses, and computations shall be submitted in sufficient detail to allow review and approval by the Floodplain Administrator prior to floodplain development permit issuance. The accuracy of data submitted for such determination shall be the responsibility of the applicant. Where the data are to be used to support a Letter of Map Change (LOMC) from FEMA, the applicant shall be responsible for satisfying the submittal requirements and pay the processing fees.

105.3 Analyses and certifications by a Licensed Professional Engineer. As applicable to the location and nature of the proposed development activity, and in addition to the requirements of this section, the applicant shall have the following analyses signed and sealed by a licensed professional engineer for submission with the site plan and construction documents:

- (1) For development activities proposed to be located in a regulatory floodway, a floodway encroachment analysis that demonstrates that the encroachment of the proposed development will not cause any increase in base flood elevations; where the applicant proposes to undertake development activities that do increase base flood elevations, the applicant shall submit such analysis to FEMA as specified in Section 105.4 of these regulations and shall submit the Conditional Letter of Map Revision, if issued by FEMA, with the site plan and construction documents.
- (2) For development activities proposed to be located in a riverine flood hazard area where base flood elevations are included in the FIS or FIRM but floodways have not been designated, hydrologic and hydraulic analyses that demonstrate that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachments will not increase the base flood elevation more than 0.2 feet at any point within the jurisdiction. This requirement does not apply in isolated flood hazard areas not connected to a riverine flood hazard area or in flood hazard areas identified as Zone AO or Zone AH.
- (3) For alteration of a watercourse, an engineering analysis prepared in accordance with standard engineering practices which demonstrates that the flood-carrying capacity of the altered or relocated portion of the watercourse will not be decreased, and certification that the altered watercourse shall be maintained, neither increasing nor decreasing the channel's flood-carrying capacity. The applicant shall submit the analysis to FEMA as specified in Section 105.4 of these regulations. The applicant shall

notify the chief executive officer of all affected adjacent jurisdictions, the NJDEP's Bureau of Flood Engineering and the Division of Land Resource Protection; and shall provide documentation of such notifications.

- (4) For activities that propose to alter sand dunes in coastal high hazard areas (Zone V) and Coastal A Zones, an engineering analysis that demonstrates that the proposed alteration will not increase the potential for flood damage and documentation of the issuance of a New Jersey Coastal Zone Management permit under N.J.A.C. 7:7.
- (5) For analyses performed using Methods 5 and 6 (as described in N.J.A.C. 7:13) in flood hazard zones without base flood elevations (approximate A zones).

105.4 Submission of additional data. When additional hydrologic, hydraulic or other engineering data, studies, and additional analyses are submitted to support an application, the applicant has the right to seek a Letter of Map Change (LOMC) from FEMA to change the base flood elevations, change floodway boundaries, or change boundaries of flood hazard areas shown on FIRMs, and to submit such data to FEMA for such purposes. The analyses shall be prepared by a licensed professional engineer in a format required by FEMA. Submittal requirements and processing fees shall be the responsibility of the applicant.

SECTION 106 INSPECTIONS

106.1 General. Development for which a permit is required shall be subject to inspection. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of these regulations or the building code. Inspections presuming to give authority to violate or cancel the provisions of these regulations or the building code or other ordinances shall not be valid.

106.2 Inspections of development. The Floodplain Administrator shall inspect all development in flood hazard areas authorized by issuance of permits under these regulations. The Floodplain Administrator shall inspect flood hazard areas from time to time to determine if development is undertaken without issuance of a permit.

106.3 Buildings and structures. The Construction Official shall make or cause to be made, inspections for buildings and structures in flood hazard areas authorized by permit in accordance with the Uniform Construction Code, N.J.A.C. 5:23.

- 1) **Lowest floor elevation.** Upon placement of the lowest floor, including the basement, and prior to further vertical construction, certification of the elevation required in Section 801.2 shall be submitted to the Construction Official on an Elevation Certificate.
- 2) **Lowest horizontal structural member.** In V zones and Coastal A zones, upon placement of the lowest floor, including the basement, and prior to further vertical construction, certification of the elevation required in Section 801.2 shall be submitted to the Construction Official on an Elevation Certificate.
- 3) **Installation of attendant utilities** (electrical, heating, ventilating, air-conditioning, and other service equipment) and sanitary facilities elevated as discussed in Section 801.2.
- 4) **Final inspection.** Prior to the final inspection, certification of the elevation required in Section 801.2 shall be submitted to the Construction Official on an Elevation Certificate.

106.4 Manufactured homes. The Floodplain Administrator shall inspect manufactured homes that are installed or replaced in flood hazard areas to determine compliance with the requirements of these regulations and the conditions of the issued permit. Upon placement of a manufactured home, certification of the elevation of the lowest floor shall be submitted on an Elevation Certificate to the Floodplain Administrator prior to the final inspection.

SECTION 107 VARIANCES

107.1 General. The **Planning Board/Zoning Board of Adjustment** shall hear and decide requests for variances. The **Planning Board/Zoning /Board of Adjustment** shall base its determination on technical justifications submitted by applicants, the considerations for issuance in Section 107.5, the conditions of issuance set forth in Section 107.6, and the comments and recommendations of the Floodplain Administrator and, as applicable, the Construction Official. The **Planning Board/Zoning Board of Adjustment** has the right to attach such conditions to variances as it deems necessary to further the purposes and objectives of these regulations.

107.2 Historic structures. A variance to the substantial improvement requirements of this ordinance is authorized provided that the repair or rehabilitation of a historic structure is completed according to N.J.A.C. 5:23-6.33, Section 1612 of the International Building Code and R322 of the International Residential Code, the repair or rehabilitation will not preclude the structure's continued designation as a historic structure, the structure meets the definition of the historic structure as described by this ordinance, and the variance is the minimum necessary to preserve the historic character and design of the structure.

107.3 Functionally dependent uses. A variance is authorized to be issued for the construction or substantial improvement necessary for the conduct of a functionally dependent use provided the variance is the minimum necessary to allow the construction or substantial improvement, and that all due consideration has been given to use of methods and materials that minimize flood damage during the base flood and create no additional threats to public safety.

107.4 Restrictions in floodways. A variance shall not be issued for any proposed development in a floodway when any increase in flood levels would result during the base flood discharge, as evidenced by the applicable analysis and certification required in Section 105.3(1) of these regulations.

107.5 Considerations. In reviewing requests for variances, all technical evaluations, all relevant factors, all other portions of these regulations, and the following shall be considered:

- (1) The danger that materials and debris may be swept onto other lands resulting in further injury or damage.
- (2) The danger to life and property due to flooding or erosion damage.
- (3) The susceptibility of the proposed development, including contents, to flood damage and the effect of such damage on current and future owners.
- (4) The importance of the services provided by the proposed development to the community.
- (5) The availability of alternate locations for the proposed development that are not subject to flooding or erosion and the necessity of a waterfront location, where applicable.
- (6) The compatibility of the proposed development with existing and anticipated development.

- (7) The relationship of the proposed development to the comprehensive plan and floodplain

management program for that area.

- (8) The safety of access to the property in times of flood for ordinary and emergency vehicles.
- (9) The expected heights, velocity, duration, rate of rise and debris and sediment transport of the floodwater and the effects of wave action, where applicable, expected at the site.
- (10) The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, streets, and bridges.

107.6 Conditions for issuance. Variances shall only be issued upon:

- (1) Submission by the applicant of a showing of good and sufficient cause that the unique characteristics of the size, configuration or topography of the site limit compliance with any provision of these regulations or renders the elevation standards of the building code inappropriate.
- (2) A determination that failure to grant the variance would result in exceptional hardship due to the physical characteristics of the land that render the lot undevelopable.
- (3) A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, nor create nuisances, cause fraud on or victimization of the public or conflict with existing local laws or ordinances.
- (4) A determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- (5) Notification to the applicant in writing over the signature of the Floodplain Administrator that the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage, and that such construction below the base flood level increases risks to life and property.

SECTION 108 VIOLATIONS

108.1 Violations. Any development in any flood hazard area that is being performed without an issued permit or that is in conflict with an issued permit shall be deemed a violation. A building or structure without the documentation of elevation of the lowest floor, the lowest horizontal structural member if in a V or Coastal A Zone, other required design certifications, or other evidence of compliance required by the building code is presumed to be a violation until such time as that documentation is provided.

108.2 Authority. The Floodplain Administrator is authorized to serve notices of violation or stop work orders to owners of property involved, to the owner's agent, or to the person or persons doing the work for development that is not within the scope of the Uniform Construction Code, but is regulated by these regulations and that is determined to be a violation.

108.3 Unlawful continuance. Any person who shall continue any work after having been served with a notice of violation or a stop work order, except such work as that person is directed to perform to remove or remedy a violation or unsafe condition, shall be subject to penalties as prescribed by N.J.S.A. 40:49-5 as appropriate.

108.4 Review Period to Correct Violations. A 30-day period shall be given to the property owner as an opportunity to cure or abate the condition. The property owner shall

also be afforded an opportunity for a hearing before the court for an independent determination concerning the violation. Subsequent to the expiration of the 30-day period, a fine greater than \$1,250.00 may be imposed if a court has not determined otherwise or, upon reinspection of the property, it is determined that the abatement has not been substantially completed.

SECTION 201 DEFINITIONS

201.1 General. The following words and terms shall, for the purposes of these regulations, have the meanings shown herein. Other terms are defined in the Uniform Construction Code N.J.A.C. 5:23 and terms are defined where used in the International Residential Code and International Building Code (rather than in the definitions section). Where terms are not defined, such terms shall have ordinarily accepted meanings such as the context implies.

201.2 Definitions

30 DAY PERIOD – The period of time prescribed by N.J.S.A. 40:49-5 in which a property owner is afforded the opportunity to correct zoning and solid waste disposal after a notice of violation pertaining to this ordinance has been issued.

100 YEAR FLOOD ELEVATION – Elevation of flooding having a 1% annual chance of being equaled or exceeded in a given year which is also referred to as the Base Flood Elevation.

500 YEAR FLOOD ELEVATION – Elevation of flooding having a 0.2% annual chance of being equaled or exceeded in a given year.

A ZONES – Areas of 'Special Flood Hazard in which the elevation of the surface water resulting from a flood that has a 1% annual chance of equalling or exceeding the Base Flood Elevation (BFE) in any given year shown on the Flood Insurance Rate Map (FIRM) zones A, AE, AH, A1-A30, AR, AR/A, AR/AE, AR/A1-A30, AR/AH, and AR/AO. When used in reference to the development of a structure in this ordinance, A Zones are not inclusive of Coastal A Zones because of the higher building code requirements for Coastal A Zones.

AH ZONES– Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually areas of ponding) where average depths are between one and three feet. Base Flood Elevations (BFEs) derived from detailed hydraulic analyses are shown in this zone.

AO ZONES – Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually sheet flow on sloping terrain) where average depths are between one and three feet.

ACCESSORY STRUCTURE – Accessory structures are also referred to as appurtenant structures. An accessory structure is a structure which is on the same parcel of property as a principal structure and the use of which is incidental to the use of the principal structure. For example, a residential structure may have a detached garage or storage shed for garden tools as accessory structures. Other examples of accessory structures include gazebos, picnic pavilions, boathouses, small pole barns, storage sheds, and similar buildings.

AGRICULTURAL STRUCTURE - A structure used solely for agricultural purposes in which the use is exclusively in connection with the production, harvesting, storage, drying, or raising of agricultural commodities, including the raising of livestock. Communities must require that new construction or substantial improvements of agricultural structures be elevated or floodproofed to or above the Base Flood Elevation (BFE) as any other nonresidential building. Under some circumstances it may be appropriate to wet-floodproof certain types of agricultural structures

when located in wide, expansive floodplains through issuance of a variance. This should only be done for structures used for temporary storage of equipment or crops or temporary shelter for livestock and only in circumstances where it can be demonstrated that agricultural structures can be designed in such a manner that results in minimal damage to the structure and its contents and will create no additional threats to public safety. New construction or substantial improvement of livestock confinement buildings, poultry houses, dairy operations, similar livestock operations and any structure that represents more than a minimal investment must meet the elevation or dry-floodproofing requirements of 44 CFR 60.3(c)(3).

AREA OF SHALLOW FLOODING – A designated Zone AO, AH, AR/AO or AR/AH (or VO) on a community's Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow. **AREA OF SPECIAL FLOOD HAZARD** – see **SPECIAL FLOOD HAZARD AREA**

ALTERATION OF A WATERCOURSE – A dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.

ASCE 7 – The standard for the Minimum Design Loads for Buildings and Other Structures, referenced by the building code and developed and published by the American Society of Civil Engineers, Reston, VA. which includes but is not limited to methodology and equations necessary for determining structural and flood-related design requirements and determining the design requirements for structures that may experience a combination of loads including those from natural hazards. Flood related equations include those for determining erosion, scour, lateral, vertical, hydrostatic, hydrodynamic, buoyancy, breaking wave, and debris impact.

ASCE 24 – The standard for Flood Resistant Design and Construction, referenced by the building code and developed and published by the American Society of Civil Engineers, Reston, VA. References to ASCE 24 shall mean ASCE 24-14 or the most recent version of ASCE 24 adopted in the UCC Code [N.J.A.C. 5:23].

BASE FLOOD ELEVATION (BFE) – The water surface elevation resulting from a flood that has a 1-percent or greater chance of being equaled or exceeded in any given year, as shown on a published Flood Insurance Study (FIS), or preliminary flood elevation guidance from FEMA. May also be referred to as the "100-year flood elevation".

BASEMENT – Any area of the building having its floor subgrade (below ground level) on all sides.

BEST AVAILABLE FLOOD HAZARD DATA - The most recent available preliminary flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BEST AVAILABLE FLOOD HAZARD DATA AREA- The areal mapped extent associated with the most recent available preliminary flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BEST AVAILABLE FLOOD HAZARD DATA ELEVATION - The most recent available preliminary flood elevation guidance FEMA has provided. The Best Available Flood Hazard Data may be

depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BREAKAWAY WALLS – Any type of wall subject to flooding that is not required to provide structural support to a building or other structure and that is designed and constructed such that, below the Local Design Flood Elevation, it will collapse under specific lateral loads such that (1) it allows the free passage of floodwaters, and (2) it does not damage the structure or supporting foundation system. Certification in the V Zone Certificate of the design, plans, and specifications by a licensed design professional that these walls are in accordance with accepted standards of practice is required as part of the permit application for new and substantially improved V Zone and Coastal A Zone structures. A completed certification must be submitted at permit application.

BUILDING – Per the FHACA, "Building" means a structure enclosed with exterior walls or fire walls, erected and framed of component structural parts, designed for the housing, shelter, enclosure, and support of individuals, animals, or property of any kind. A building may have a temporary or permanent foundation. A building that is intended for regular human occupation and/or residence is considered a habitable building.

CONDITIONAL LETTER OF MAP REVISION - A Conditional Letter of Map Revision (CLOMR) is FEMA's comment on a proposed project that would, upon construction, affect the hydrologic 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 Special Flood Hazard Area (SFHA). The letter does not revise an effective NFIP map, it indicates whether the project, if built as proposed, would be recognized by FEMA. FEMA charges a fee for processing a CLOMR to recover the costs associated with the review that is described in the Letter of Map Change (LOMC) process. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the NFIP map.

CONDITIONAL LETTER OF MAP REVISION - FILL -- A Conditional Letter of Map Revision - Fill (CLOMR-F) is FEMA's comment on a proposed project involving the placement of fill outside of the regulatory floodway that would, upon construction, affect the hydrologic 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 Special Flood Hazard Area (SFHA). The letter does not revise an effective NFIP map, it indicates whether the project, if built as proposed, would be recognized by FEMA. FEMA charges a fee for processing a CLOMR to recover the costs associated with the review that is described in the Letter of Map Change (LOMC) process. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the NFIP map.

CRITICAL BUILDING – Per the FHACA, "Critical Building" means that:

- a. It is essential to maintaining continuity of vital government operations and/or supporting emergency response, sheltering, and medical care functions before, during, and after a flood, such as a hospital, medical clinic, police station, fire station, emergency response center, or public shelter; or
- b. It serves large numbers of people who may be unable to leave the facility through their own efforts, thereby hindering or preventing safe evacuation of the building during a flood event, such as a school, college, dormitory, jail or detention facility, day care center, assisted living facility, or nursing home.

DEVELOPMENT – Any manmade change to improved or unimproved real estate, including but not limited to, buildings or other structures, tanks, temporary structures, temporary or permanent

storage of materials, mining, dredging, filling, grading, paving, excavations, drilling operations and other land-disturbing activities.

DRY FLOODPROOFING – A combination of measures that results in a non-residential structure, including the attendant utilities and equipment as described in the latest version of ASCE 24, being watertight with all elements substantially impermeable and with structural components having the capacity to resist flood loads.

ELEVATED BUILDING – A building that has no basement and that has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns. Solid perimeter foundations walls are not an acceptable means of elevating buildings in V and VE Zones.

ELEVATION CERTIFICATE – An administrative tool of the National Flood Insurance Program (NFIP) that can be used to provide elevation information, to determine the proper insurance premium rate, and to support an application for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on fill (LOMR-F).

ENCROACHMENT – The placement of fill, excavation, buildings, permanent structures or other development into a flood hazard area which may impede or alter the flow capacity of riverine flood hazard areas.

FEMA PUBLICATIONS – Any publication authored or referenced by FEMA related to building science, building safety, or floodplain management related to the National Flood Insurance Program. Publications shall include but are not limited to technical bulletins, desk references, and American Society of Civil Engineers Standards documents including ASCE 24.

FLOOD OR FLOODING

- a. A general and temporary condition of partial or complete inundation of normally dry land areas from:
 1. The overflow of inland or tidal waters.
 2. The unusual and rapid accumulation or runoff of surface waters from any source.
 3. Mudslides (i.e. mudflows) which are proximately caused by flooding as defined in (a) (2) of this definition and are akin to a river or liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.
- b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (a)(1) of this definition.

FLOOD HAZARD AREA DESIGN FLOOD ELEVATION – Per the FHACA, the peak water surface elevation that will occur in a water during the flood hazard area design flood. This elevation is determined via available flood mapping adopted by the State, flood mapping published by FEMA (including effective flood mapping dated on or after January 31, 1980, or any more recent advisory, preliminary, or pending flood mapping; whichever results in higher flood elevations, wider floodway limits, greater flow rates, or indicates a change from an A zone to a V zone or coastal A zone), approximation, or calculation pursuant to the Flood Hazard Area Control Act Rules at N.J.A.C. 7:13-3.1 – 3.6 and is typically higher than FEMA's base flood elevation. A

water that has a drainage area measuring less than 50 acres does not possess, and is not assigned, a flood hazard area design flood elevation.

FLOOD INSURANCE RATE MAP (FIRM) – The official map on which the Federal Emergency Management Agency has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY (FIS) – The official report in which the Federal Emergency Management Agency has provided flood profiles, as well as the Flood Insurance Rate Map(s) and the water surface elevation of the base flood.

FLOODPLAIN OR FLOOD PRONE AREA – Any land area susceptible to being inundated by water from any source. See "Flood or flooding."

FLOODPLAIN MANAGEMENT REGULATIONS – Zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance) and other applications of police power. The term describes such State or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

FLOODPROOFING – Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

FLOODPROOFING CERTIFICATE – Certification by a licensed design professional that the design and methods of construction for floodproofing a non-residential structure are in accordance with accepted standards of practice to a proposed height above the structure's lowest adjacent grade that meets or exceeds the Local Design Flood Elevation. A completed floodproofing certificate is required at permit application.

FLOODWAY – The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than 0.2 foot.

FREEBOARD – A factor of safety usually expressed in feet above a flood level for purposes of floodplain management. "Freeboard" tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

FUNCTIONALLY DEPENDENT USE – A use that cannot perform its intended purpose unless it is located or carried out in close proximity to water, including only docking facilities, port facilities necessary for the loading or unloading of cargo or passengers, and shipbuilding and ship repair facilities. The term does not include long-term storage or related manufacturing facilities.

HABITABLE BUILDING – Pursuant to the FHACA Rules (N.J.A.C. 7:13), means a building that is intended for regular human occupation and/or residence. Examples of a habitable building include a single-family home, duplex, multi-residence building, or critical building; a commercial building such as a retail store, restaurant, office building, or gymnasium; an accessory structure that is regularly occupied, such as a garage, barn, or workshop; mobile and manufactured homes, and trailers intended for human residence, which are set on a foundation and/or connected to utilities, such as in a mobile home park (not including campers and recreational

vehicles); and any other building that is regularly occupied, such as a house of worship, community center, or meeting hall, or animal shelter that includes regular human access and occupation. Examples of a non-habitable building include a bus stop shelter, utility building, storage shed, self-storage unit, construction trailer, or an individual shelter for animals such as a doghouse or outdoor kennel.

HARDSHIP – As related to Section 107 of this ordinance, meaning the exceptional hardship that would result from a failure to grant the requested variance. The *Mayor and Council of Helmetta* requires that the variance be exceptional, unusual, and peculiar to the property involved. Mere economic or financial hardship alone is not exceptional. Inconvenience, aesthetic considerations, physical handicaps, personal preferences, or the disapproval of one's neighbors likewise cannot, as a rule, qualify as an exceptional hardship. All of these problems can be resolved through other means without granting a variance, even if the alternative is more expensive, or requires the property owner to build elsewhere or put the parcel to a different use than originally intended.

HIGHEST ADJACENT GRADE – The highest natural elevation of the ground surface prior to construction next to the proposed or existing walls of a structure.

HISTORIC STRUCTURE – Any structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c. Individually listed on a State inventory of historic places in States with historic preservation programs which have been approved by the Secretary of the Interior; or
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 1. By an approved State program as determined by the Secretary of the Interior; or
 2. Directly by the Secretary of the Interior in States without approved programs.

LAWFULLY EXISTING – Per the FHACA, means an existing fill, structure and/or use, which meets all Federal, State, and local laws, and which is not in violation of the FHACA because it was established:

- a. Prior to January 31, 1980; or
- b. On or after January 31, 1980, in accordance with the requirements of the FHACA as it existed at the time the fill, structure and/or use was established.

Note: Substantially damaged properties and substantially improved properties that have not been elevated are not considered "lawfully existing" for the purposes of the NFIP. This definition is included in this ordinance to clarify the applicability of any more stringent statewide floodplain management standards required under the FHACA.

LETTER OF MAP AMENDMENT - A Letter of Map Amendment (LOMA) is an official amendment, by letter, to an effective National Flood Insurance Program (NFIP) map that is requested through the Letter of Map Change (LOMC) process. A LOMA establishes a property's location in relation to the Special Flood Hazard Area (SFHA). LOMAs are usually issued because a property has been inadvertently mapped as being in the floodplain but is actually on natural high ground above the base flood elevation. Because a LOMA officially amends the effective NFIP map, it is a public record that the community must maintain. Any LOMA should be noted on the community's master flood map and filed by panel number in an accessible location.

LETTER OF MAP CHANGE – The Letter of Map Change (LOMC) process is a service provided by FEMA for a fee that allows the public to request a change in flood zone designation in an Area of Special Flood Hazard on a Flood Insurance Rate Map (FIRM). Conditional Letters of Map Revision, Conditional Letters of Map Revision – Fill, Letters of Map Revision, Letters of Map Revision-Fill, and Letters of Map Amendment are requested through the Letter of Map Change (LOMC) process.

LETTER OF MAP REVISION - A Letter of Map Revision (LOMR) is FEMA's modification to an effective Flood Insurance Rate Map (FIRM). Letter of Map Revisions 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 Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The LOMR officially revises the Flood Insurance Rate Map (FIRM) and sometimes the Flood Insurance Study (FIS) report, and when appropriate, includes a description of the modifications. The LOMR is generally accompanied by an annotated copy of the affected portions of the FIRM or FIS report. Because a LOMR officially revises the effective NFIP map, it is a public record that the community must maintain. Any LOMR should be noted on the community's master flood map and filed by panel number in an accessible location.

LETTER OF MAP REVISION – FILL -- A Letter of Map Revision Based on Fill (LOMR-F) is FEMA's modification of the Special Flood Hazard Area (SFHA) shown on the Flood Insurance Rate Map (FIRM) based on the placement of fill outside the existing regulatory floodway. It may be initiated through the Letter of Map Change (LOMC) Process. Because a LOMR-F officially revises the effective Flood Insurance Rate Map (FIRM) map, it is a public record that the community must maintain. Any LOMR-F should be noted on the community's master flood map and filed by panel number in an accessible location.

LICENSED DESIGN PROFESSIONAL – Licensed design professional shall refer to either a New Jersey Licensed Professional Engineer, licensed by the New Jersey State Board of Professional Engineers and Land Surveyors or a New Jersey Licensed Architect, licensed by the New Jersey State Board of Architects.

LICENSED PROFESSIONAL ENGINEER - A licensed professional engineer shall refer to individuals licensed by the New Jersey State Board of Professional Engineers and Land Surveyors.

LOCAL DESIGN FLOOD ELEVATION (LDFE) – The elevation reflective of the most recent available preliminary flood elevation guidance FEMA has provided as depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM which is also inclusive of freeboard specified by the New Jersey Flood Hazard Area Control Act and Uniform Construction Codes and any additional freeboard specified in a community's ordinance. In no circumstances shall a project's LDFE be lower than a permit-specified Flood Hazard Area Design Flood Elevation or a valid NJDEP Flood Hazard Area Verification Letter plus the freeboard as required in ASCE 24 and the effective FEMA Base Flood Elevation.

LOWEST ADJACENT GRADE – The lowest point of ground, patio, or sidewalk slab immediately next to a structure, except in AO Zones where it is the natural grade elevation.

LOWEST FLOOR – In A Zones, the lowest floor is the top surface of the lowest floor of the lowest enclosed area (including basement). In V Zones and coastal A Zones, the bottom of the lowest horizontal structural member of a building is the lowest floor. An unfinished or flood resistant

enclosure, usable solely for the parking of vehicles, building access or storage in an area other than a basement is not considered a building's lowest floor provided that such enclosure is not built so as to render the structure in violation of other applicable non-elevation design requirements of these regulations.

MANUFACTURED HOME – A structure that is transportable in one or more sections, eight (8) feet or more in width and greater than four hundred (400) square feet, built on a permanent chassis, designed for use with or without a permanent foundation when attached to the required utilities, and constructed to the Federal Manufactured Home Construction and Safety Standards and rules and regulations promulgated by the U.S. Department of Housing and Urban Development. The term also includes mobile homes, park trailers, travel trailers and similar transportable structures that are placed on a site for 180 consecutive days or longer.

MANUFACTURED HOME PARK OR SUBDIVISION – A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

MARKET VALUE – The price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in these regulations, the term refers to the market value of buildings and structures, excluding the land and other improvements on the parcel. Market value shall be determined by one of the following methods (1) Actual Cash Value (replacement cost depreciated for age and quality of construction), (2) tax assessment value adjusted to approximate market value by a factor provided by the Property Appraiser, or (3) established by a qualified independent appraiser.

NEW CONSTRUCTION – Structures for which the start of construction commenced on or after the effective date of the first floodplain regulation adopted by a community; includes any subsequent improvements to such structures. New construction includes work determined to be a substantial improvement.

NON-RESIDENTIAL – Pursuant to ASCE 24, any building or structure or portion thereof that is not classified as residential.

ORDINARY MAINTENANCE AND MINOR WORK – This term refers to types of work excluded from construction permitting under N.J.A.C. 5:23 in the March 5, 2018 New Jersey Register. Some of these types of work must be considered in determinations of substantial improvement and substantial damage in regulated floodplains under 44 CFR 59.1. These types of work include but are not limited to replacements of roofing, siding, interior finishes, kitchen cabinets, plumbing fixtures and piping, HVAC and air conditioning equipment, exhaust fans, built in appliances, electrical wiring, etc. Improvements necessary to correct existing violations of State or local health, sanitation, or code enforcement officials which are the minimum necessary to assure safe living conditions and improvements of historic structures as discussed in 44 CFR 59.1 shall not be included in the determination of ordinary maintenance and minor work.

RECREATIONAL VEHICLE – A vehicle that is built on a single chassis, 400 square feet or less when measured at the largest horizontal projection, designed to be self-propelled or permanently towable by a light-duty truck, and designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions.

RESIDENTIAL – Pursuant to the ASCE 24:

- a. Buildings and structures and portions thereof where people live or that are used for sleeping purposes on a transient or non-transient basis;
- b. Structures including but not limited to one- and two-family dwellings, townhouses, condominiums, multi-family dwellings, apartments, congregate residences, boarding houses, lodging houses, rooming houses, hotels, motels, apartment buildings, convents, monasteries, dormitories, fraternity houses, sorority houses, vacation time-share properties; and
- c. Institutional facilities where people are cared for or live on a 24-hour basis in a supervised environment, including but not limited to board and care facilities, assisted living facilities, halfway houses, group homes, congregate care facilities, social rehabilitation facilities, alcohol and drug centers, convalescent facilities, hospitals, nursing homes, mental hospitals, detoxification facilities, prisons, jails, reformatories, detention centers, correctional centers, and prerelease centers.

SOLID WASTE DISPOSAL – "Solid Waste Disposal" shall mean the storage, treatment, utilization, processing or final disposition of solid waste as described in N.J.A.C. 7:26-1.6 or the storage of unsecured materials as described in N.J.A.C. 7:13-2.3 for a period of greater than 6 months as specified in N.J.A.C. 7:26 which have been discharged, deposited, injected, dumped, spilled, leaked, or placed into any land or water such that such solid waste may enter the environment or be emitted into the air or discharged into any waters, including groundwaters.

SPECIAL FLOOD HAZARD AREA – The greater of the following: (1) Land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year, shown on the FIRM as Zone V, VE, V1-3-, A, AO, A1-30, AE, A99, or AH; (2) Land and the space above that land, which lies below the peak water surface elevation of the flood hazard area design flood for a particular water, as determined using the methods set forth in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13; (3) Riparian Buffers as determined in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13. Also referred to as the AREA OF SPECIAL FLOOD HAZARD.

START OF CONSTRUCTION – The Start of Construction is as follows:

- a. **For other than new construction or substantial improvements, under the Coastal Barrier Resources Act (CBRA),** this is the date the building permit was issued, provided that the actual start of construction, repair, rehabilitation, addition, placement or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a building on site, such as the pouring of a slab or footing, the installation of piles, the construction of columns or any work beyond the stage of excavation; or the placement of a manufactured (mobile) home on a foundation. For a substantial improvement, actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.
- b. **For the purposes of determining whether proposed construction must meet new requirements when National Flood Insurance Program (NFIP) maps are issued or revised and Base Flood Elevation's (BFEs) increase or zones change,** the Start of Construction includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of

permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation.

Permanent construction does not include land preparation, such as clearing, grading, and filling, nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. Such development must also be permitted and must meet new requirements when National Flood Insurance Program (NFIP) maps are issued or revised and Base Flood Elevation's (BFEs) increase or zones change.

For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

For determining if new construction and substantial improvements within the Coastal Barrier Resources System (CBRS) can obtain flood insurance, a different definition applies.

STRUCTURE – A walled and roofed building, a manufactured home, or a gas or liquid storage tank that is principally above ground.

SUBSTANTIAL DAMAGE – Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT – Any reconstruction, rehabilitation, addition, or other improvement of a structure taking place over a [number of years] year period, the cumulative cost of which equals or exceeds 50 percent [or optional lower number] of the market value of the structure before the "start of construction" of the improvement. The period of accumulation includes the first improvement or repair of each structure that is permanent subsequent to [date]. This term includes structures which have incurred "substantial damage", regardless of the actual repair work performed. [REDACTED] The term does not, however, include either:

- a. Any project for improvement of a structure to correct existing violations of State or local health, sanitary or safety code specifications which have been identified by the local code enforcement officer and which are the minimum necessary to assure safe living conditions; or
- b. Any alteration of a "historic structure", provided that the alteration will not preclude the structure's continued designation as a "historic structure."

UTILITY AND MISCELLANEOUS GROUP U BUILDINGS AND STRUCTURES – Buildings and structures of an accessory character and miscellaneous structures not classified in any special occupancy, as described in ASCE 24.

VARIANCE – A grant of relief from the requirements of this section which permits construction in a manner otherwise prohibited by this section where specific enforcement would result in unnecessary hardship.

VIOLATION – A development that is not fully compliant with these regulations or the flood provisions of the building code. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

WATER SURFACE ELEVATION – the height, in relation to the North American Vertical Datum (NAVD) of 1988, (or other datum, where specified) of floods of various magnitudes and frequencies in the flood plains of coastal or riverine areas.

WATERCOURSE. A river, creek, stream, channel, or other topographic feature in, on, through, or over which water flows at least periodically.

WET FLOODPROOFING – Floodproofing method that relies on the use of flood damage resistant materials and construction techniques in areas of a structure that are below the Local Design Flood Elevation by intentionally allowing them to flood. The application of wet floodproofing as a flood protection technique under the National Flood Insurance Program (NFIP) is limited to enclosures below elevated residential and non-residential structures and to accessory and agricultural structures that have been issued variances by the community.

SECTION 301 SUBDIVISIONS AND OTHER DEVELOPMENTS

301.1 General. Any subdivision proposal, including proposals for manufactured home parks and subdivisions, or other proposed new development in a flood hazard area shall be reviewed to assure that:

- (1) All such proposals are consistent with the need to minimize flood damage.
- (2) All public utilities and facilities, such as sewer, gas, electric and water systems are located and constructed to minimize or eliminate flood damage.
- (3) Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwater around and away from structures.

301.2 Subdivision requirements. Where any portion of proposed subdivisions, including manufactured home parks and subdivisions, lies within a flood hazard area, the following shall be required:

- (1) The flood hazard area, including floodways, coastal high hazard areas, and Coastal A Zones, and base flood elevations, as appropriate, shall be delineated on tentative subdivision plats.
- (2) Residential building lots shall be provided with adequate buildable area outside the floodway.
- (3) The design criteria for utilities and facilities set forth in these regulations and appropriate codes shall be met.

SECTION 401 SITE IMPROVEMENT

401.1 Encroachment in floodways. Development, land disturbing activity, and encroachments in floodways shall not be authorized unless it has been demonstrated through hydrologic and hydraulic analyses required in accordance with Section 105.3(1) of these regulations, that the

proposed encroachment will not result in any increase in the base flood level during occurrence of the base flood discharge. If Section 105.3(1) is satisfied, proposed elevation, addition, or reconstruction of a lawfully existing structure within a floodway shall also be in accordance with Section 801.2 of this ordinance and the floodway requirements of N.J.A.C. 7:13.

401.1.1 Prohibited in floodways. The following are prohibited activities:

- (1) The storage of unsecured materials is prohibited within a floodway pursuant to N.J.A.C. 7:13.
- (2) Fill and new structures are prohibited in floodways per N.J.A.C. 7:13.

401.2 Sewer facilities. All new and replaced sanitary sewer facilities, private sewage treatment plants (including all pumping stations and collector systems) and on-site waste disposal systems shall be designed in accordance with the New Jersey septic system regulations contained in N.J.A.C. 14A and N.J.A.C. 7:9A, the UCC Plumbing Subcode (N.J.A.C. 5:23) and Chapter 7, ASCE 24, to minimize or eliminate infiltration of floodwater into the facilities and discharge from the facilities into flood waters, or impairment of the facilities and systems.

401.3 Water facilities. All new and replacement water facilities shall be designed in accordance with the New Jersey Safe Drinking Water Act (N.J.A.C. 7:10) and the provisions of Chapter 7 ASCE 24, to minimize or eliminate infiltration of floodwater into the systems.

401.4 Storm drainage. Storm drainage shall be designed to convey the flow of surface waters to minimize or eliminate damage to persons or property.

401.5 Streets and sidewalks. Streets and sidewalks shall be designed to minimize potential for increasing or aggravating flood levels.

401.6 Limitations on placement of fill. Subject to the limitations of these regulations, fill shall be designed to be stable under conditions of flooding including rapid rise and rapid drawdown of floodwater, prolonged inundation, and protection against flood-related erosion and scour. In addition to these requirements, when intended to support buildings and structures (Zone A only), fill shall comply with the requirements of the UCC (N.J.A.C. 5:23). Proposed fill and encroachments in flood hazard areas shall comply with the flood storage displacement limitations of N.J.A.C. 7:13.

401.7 Hazardous Materials. The placement or storage of any containers holding hazardous substances in a flood hazard area is prohibited unless the provisions of N.J.A.C. 7:13 which cover the placement of hazardous substances and solid waste is met.

SECTION 501 MANUFACTURED HOMES

501.1 General. All manufactured homes installed in flood hazard areas shall be installed pursuant to the Nationally Preemptive Manufactured Home Construction and Safety Standards Program (24 CFR 3280).

501.2 Elevation. All new, relocated, and replacement manufactured homes to be placed or substantially improved in a flood hazard area shall be elevated such that the bottom of the frame is elevated to or above the elevation specified in Section 801.2.

501.3 Foundations. All new, relocated, and replacement manufactured homes, including substantial improvement of existing manufactured homes, shall be placed on permanent, reinforced foundations that are designed in accordance with Section R322 of the Residential Code.

501.4 Anchoring. All new, relocated, and replacement manufactured homes to be placed or substantially improved in a flood hazard area shall be installed using methods and practices which minimize flood damage and shall be securely anchored to an adequately anchored foundation system to resist flotation, collapse and lateral movement. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.

501.5 Enclosures. Fully enclosed areas below elevated manufactured homes shall comply with the requirements of Section 801.2.

501.6 Protection of mechanical equipment and outside appliances. Mechanical equipment and outside appliances shall be elevated to or above the elevation of the bottom of the frame required in Section 801.2 of these regulations.

Exception. Where such equipment and appliances are designed and installed to prevent water from entering or accumulating within their components and the systems are constructed to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding up to the elevation required by Section 801.2, the systems and equipment shall be permitted to be located below that elevation. Electrical wiring systems shall be permitted below the design flood elevation provided they conform to the provisions of NFPA 70 (National Electric Code).

SECTION 601 RECREATIONAL VEHICLES

601.1 Placement prohibited. The placement of recreational vehicles shall not be authorized in coastal high hazard areas and in floodways.

601.2 Temporary placement. Recreational vehicles in flood hazard areas shall be fully licensed and ready for highway use and shall be placed on a site for less than 180 consecutive days.

601.3 Permanent placement. Recreational vehicles that are not fully licensed and ready for highway use, or that are to be placed on a site for more than 180 consecutive days, shall meet the requirements of Section 801.2 for habitable buildings.

SECTION 701 TANKS

701.1 Tanks. Underground and above-ground tanks shall be designed, constructed, installed, and anchored in accordance with ASCE 24 and N.J.A.C. 7:13.

SECTION 801 OTHER DEVELOPMENT AND BUILDING WORK

801.1 General requirements for other development and building work. All development and building work, including man-made changes to improved or unimproved real estate for which specific provisions are not specified in these regulations or the Uniform Construction Code (N.J.A.C. 5:23), shall:

- (1) Be located and constructed to minimize flood damage;

- (2) Meet the limitations of Section 105.3(1) of this ordinance when located in a regulated floodway;
- (3) Be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic and hydrodynamic loads, including the effects of buoyancy, during the conditions of flooding up to the Local Design Flood Elevation determined according to Section 102.3;
- (4) Be constructed of flood damage-resistant materials as described in ASCE 24 Chapter 5;
- (5) Have mechanical, plumbing, and electrical systems above the Local Design Flood Elevation determined according to Section 102.3 or meet the requirements of ASCE 24 Chapter 7 which requires that attendant utilities are located above the Local Design Flood Elevation unless the attendant utilities and equipment are:
 - i. Specifically allowed below the Local Design Flood Elevation; and
 - ii. Designed, constructed, and installed to prevent floodwaters, including any backflow through the system from entering or accumulating within the components.
- (6) Not exceed the flood storage displacement limitations in fluvial flood hazard areas in accordance with N.J.A.C. 7:13; and
- (7) Not exceed the impacts to frequency or depth of offsite flooding as required by N.J.A.C. 7:13 in floodways.

801.2 Requirements for Habitable Buildings and Structures.

- 1) Construction and Elevation in A Zones not Including Coastal A Zones.
 - a. No portion of a building is located within a V Zone.
 - b. No portion of a building is located within a Coastal A Zone, unless a licensed design professional certifies that the building's foundation is designed in accordance with ASCE 24, Chapter 4.
 - c. All new construction and substantial improvement of any habitable building (as defined in Section 201) located in flood hazard areas shall have the lowest floor, including basement, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service equipment) and sanitary facilities, elevated to or above the Local Design Flood Elevation as determined in Section 102.3, be in conformance with ASCE Chapter 7, and be confirmed by an Elevation Certificate.
 - d. All new construction and substantial improvements of non-residential structures shall:
 - i. Have the lowest floor, including basement, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service equipment) and sanitary facilities, elevated to or above the Local Design Flood Elevation as determined in Section 102.3, be in conformance with ASCE Chapter 7, and be confirmed by an Elevation Certificate; or
 - ii. Together with the attendant utility and sanitary facilities, be designed so that below the Local Design Flood Elevation, the structure:
 - 1. Meets the requirements of ASCE 24 Chapters 2 and 7; and
 - 2. Is constructed according to the design plans and specifications provided at permit application and signed by a licensed design professional, is certified by that individual in a Floodproofing Certificate, and is confirmed by an Elevation Certificate.

e. All new construction and substantial improvements with fully enclosed areas below the lowest floor shall be used solely for parking of vehicles, building access, or storage in an area other than a basement and which are subject to flooding. Enclosures shall:

- iii. For habitable structures, be situated at or above the adjoining exterior grade along at least one entire exterior wall, in order to provide positive drainage of the enclosed area in accordance with N.J.A.C. 7:13; enclosures (including crawlspaces and basements) which are below grade on all sides are prohibited;
- iv. Be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters unless the structure is non-residential and the requirements of 801.2.1(d)ii are met;
- v. Be constructed to meet the requirements of ASCE 24 Chapter 2;
- vi. Have openings documented on an Elevation Certificate; and
- vii. Have documentation that a deed restriction has been obtained for the lot if the enclosure is greater than six feet in height. This deed restriction shall be recorded in the Office of the County Clerk or the Registrar of Deeds and Mortgages in which the building is located, shall conform to the requirements in N.J.A.C. 7:13, and shall be recorded within 90 days of receiving a Flood Hazard Area Control Act permit or prior to the start of any site disturbance (including pre-construction earth movement, removal of vegetation and structures, or construction of the project), whichever is sooner. Deed restrictions must explain and disclose that:

- 1. The enclosure is likely to be inundated by floodwaters which may result in damage and/or inconvenience.
- 2. The depth of flooding that the enclosure would experience to the Flood Hazard Area Design Flood Elevation;
- 3. The deed restriction prohibits habitation of the enclosure and explains that converting the enclosure into a habitable area may subject the property owner to enforcement;

- f. Enclosures are prohibited for new construction or substantial improvements;
- g.
- h.

801.3 Garages and accessory storage structures. Garages and accessory storage structures shall be designed and constructed in accordance with the Uniform Construction Code.

801.4 Fences. Fences in floodways that have the potential to block the passage of floodwater, such as stockade fences and wire mesh fences, shall meet the requirements of Section 105.3(1) of these regulations. Pursuant to N.J.A.C. 7:13, any fence located in a floodway shall have sufficiently large openings so as not to catch debris during a flood and thereby obstruct floodwaters, such as barbed-wire, split-rail, or strand fence. A fence with little or no open area, such as a chain link, lattice, or picket fence, does not meet this requirement. Foundations for fences greater than 6 feet in height must conform with the Uniform Construction Code. Fences for pool enclosures having openings not in conformance with this section but in conformance with the Uniform Construction Code to limit climbing require a variance as described in Section 107 of this ordinance.

801.5 Retaining walls, sidewalks, and driveways. Retaining walls, sidewalks and driveways that involve placement of fill in floodways shall meet the requirements of Section 105.3(1) of these regulations and N.J.A.C. 7:13.

801.6 Swimming pools. Swimming pools shall be designed and constructed in accordance with the Uniform Construction Code. Above-ground swimming pools and below-ground swimming pools that involve placement of fill in floodways shall also meet the requirements of Section 105.3(1) of these regulations. Above-ground swimming pools are prohibited in floodways by N.J.A.C. 7:13.

801.7 Roads and watercourse crossings.

- (1) For any railroad, roadway, or parking area proposed in a flood hazard area, the travel surface shall be constructed at least one foot above the Flood Hazard Area Design Elevation in accordance with N.J.A.C. 7:13.
- (2) Roads and watercourse crossings that encroach into regulated floodways or riverine waterways with base flood elevations where floodways have not been designated, including roads, bridges, culverts, low-water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, shall meet the requirements of Section 105.3(1) of these regulations.

SECTION 901 TEMPORARY STRUCTURES AND TEMPORARY STORAGE

901.1 Temporary structures. Temporary structures shall be erected for a period of less than 180 days. Temporary structures shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic loads, including the effects of buoyancy, during conditions of the base flood. Fully enclosed temporary structures shall have flood openings that are in accordance with ASCE 24 to allow for the automatic entry and exit of flood waters.

901.2 Temporary storage. Temporary storage includes storage of goods and materials for a period of less than 180 days. Stored materials shall not include hazardous materials.

901.3 Floodway encroachment. Temporary structures and temporary storage in floodways shall meet the requirements of Section 105.3(1) of these regulations.

SECTION 1001 UTILITY AND MISCELLANEOUS GROUP U

1001.1 Utility and Miscellaneous Group U. In accordance with Section 312 of the International Building Code, Utility and Miscellaneous Group U includes buildings and structures that are accessory in character and miscellaneous structures not classified in any specific occupancy in the Building Code, including, but not limited to, agricultural buildings, aircraft hangars (accessory to a one- or two-family residence), barns, carports, communication equipment structures (gross floor area less than 1,500 sq. ft.), fences more than 6 feet (1829 mm) high, grain silos (accessory to a residential occupancy), livestock shelters, private garages, retaining walls, sheds, stables, tanks and towers.

1001.2 Flood loads. Utility and miscellaneous Group U buildings and structures, including substantial improvement of such buildings and structures, shall be anchored to prevent flotation, collapse or lateral movement resulting from flood loads, including the effects of buoyancy, during conditions up to the Local Design Flood Elevation as determined in Section 102.3.

1001.3 Elevation. Utility and miscellaneous Group U buildings and structures, including substantial improvement of such buildings and structures, shall be elevated such that the lowest floor, including basement, is elevated to or above the Local Design Flood Elevation as determined in Section 102.3 and in accordance with ASCE 24. Utility lines shall be designed and elevated in accordance with N.J.A.C. 7:13.

1001.4 Enclosures below base flood elevation. Fully enclosed areas below the design flood elevation shall be constructed in accordance with Section 801.2 and with ASCE 24 for new construction and substantial improvements. Existing enclosures such as a basement or crawlspace having a floor that is below grade along all adjoining exterior walls shall be abandoned, filled-in, and/or otherwise modified to conform with the requirements of N.J.A.C. 7:13 when the project has been determined to be a substantial improvement by the Floodplain Administrator.

1001.5 Flood-damage resistant materials. Flood-damage-resistant materials shall be used below the Local Design Flood Elevation determined in Section 102.3.

1001.6 Protection of mechanical, plumbing, and electrical systems. Mechanical, plumbing, and electrical systems, equipment and components, heating, ventilation, air conditioning, plumbing fixtures, duct systems, and other service equipment, shall be elevated to or above the Local Design Flood Elevation determined in Section 102.3.

Exception: Electrical systems, equipment and components, and heating, ventilating, air conditioning, and plumbing appliances, plumbing fixtures, duct systems, and other service equipment shall be permitted to be located below the Local Design Flood Elevation provided that they are designed and installed to prevent water from entering or accumulating within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding to the Local Design Flood Elevation in compliance with the flood-resistant construction requirements of ASCE 24. Electrical wiring systems shall be permitted to be located below the Local Design Flood Elevation provided they conform to the provisions of NFPA 70 (National Electric Code).

SECTION 3. SEVERABILITY.

Where any section, subsection, sentence, clause, or phrase of these regulations is, for any reason, declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the regulations as a whole, or any part thereof, other than the part so declared.

SECTION 4. EFFECTIVE DATE.

This ordinance shall take effect after notice and publication as required by law.

Certified to be a true copy of an Ordinance Amendment of the Mayor and Council of the Borough of Helmetta.



State of New Jersey

DEPARTMENT OF ENVIRONMENTAL PROTECTION
WATERSHED AND LAND MANAGEMENT
DIVISION OF RESILIENCE ENGINEERING & CONSTRUCTION
OFFICE OF DAM SAFETY & FLOOD ENGINEERING

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

44 S. Clinton Avenue, 3rd Fl.
P.O. Box 420, Mail Code 44-03
Trenton, New Jersey 08625-0420
Tel. (609) 292-2296 • Fax (609) 984-1908
<http://www.nj.gov/dep/damsafety>

SHAWN M. LATOURETTE
Commissioner

January 18, 2022

Certified #: 7020 3160 0000 4042 7107

Ms. Sandra Bohinski, Clerk
Borough of Helmetta
51 Main Street
Helmetta, NJ 08828

Re: Borough of Helmetta, Middlesex County
Flood Damage Prevention Ordinance
Community ID # 340262

Dear Ms. Bohinski:

Recently, the Federal Emergency Management Agency (FEMA) reviewed the New Jersey model flood damage prevention ordinance and recommended that the New Jersey Department of Environmental Protection (DEP) revise it to ensure that all 553 New Jersey participating community ordinances are compliant with the NFIP. As an outcome of this audit, FEMA directed that new model ordinances be developed which incorporate the higher State standards found in the Flood Hazard Area Control Act and the Uniform Construction Code. This recommendation is in addition to a post-Superstorm Sandy recommendation that the DEP's model ordinance transition to a FEMA-approved version that coordinates with State building codes enforced by local Construction Officials. Over the past year, DEP has revised the flood damage prevention ordinance and has offered training to local officials on the new ordinance. Your county has now been selected for a mandatory county-wide adoption. Adoption of a new Model Code Coordinated Ordinance must be completed within 180 days of the date of this letter, **July 18, 2022**.

The new Model Code Coordinated Ordinance is available at <https://www.nj.gov/dep/floodcontrol/modelord.htm>. A benefit of coordinating these regulations allowed the streamlining of more than 6 models into two "Coastal" and "Riverine" options. Your community should adopt the "Riverine" model. Text in the model ordinance is color coded to identify sections where community-specific information must be included and/or optional higher standards may be incorporated to customize your ordinance to meet your community's needs. Yellow-highlighted text is community-specific information. Blue-highlighted text notes optional higher standards that may be considered by the municipality to incorporate resiliency and adaptation objectives into local decision-making. If the Borough of Helmetta is interested in

adopting higher standards that are not included in the model ordinance, please reach out to my staff to discuss how these can be incorporated while meeting all NFIP, State, and local floodplain regulations.

The ordinance must reference the Flood Insurance Study (FIS) dated September 25, 2009, revised on June 20, 2018 and June 15, 2022, index map, and Flood Insurance Rate Maps (FIRMs) with the following panel numbers and dates below. Additionally, your current preliminary maps (if any) will need to be referenced.

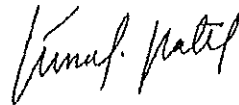
Effective FRIMs	Effective Date	Preliminary FIRMs	Effective Date
34023C0143F	July 6, 2010	NA	NA
34023C0252F	July 6, 2010		
34023C0256F	July 6, 2010		

Within ten (10) days of receiving this letter, please forward the name and contact information for a designated contact person who will be handling ordinance adoption. My staff will be reaching out to this person with registration details for an information session scheduled for **January 25, 2022** at 1:00PM. There will be an additional session held on **February 23, 2022** at 1:00PM if you are unable to attend the January session.

To ensure that your community's ordinance is enacted in a timely fashion, please forward a draft copy of the ordinance to my office for review by **April 18, 2022** prior to introduction to your governing body. If the Borough of Helmetta is interested in incorporating higher standards or including language from previous ordinance models, please meet with my staff prior to the April 18, 2022 deadline.

Once the ordinance has been adopted, please forward two (2) **certified, signed and sealed** copies of the ordinance to this office so I can report to FEMA that your municipality has adopted an ordinance that is fully compliant with current NFIP floodplain management regulations. To provide the name of your contact person, please coordinate with **Kenya Lovill at (609) 322-9594** or kenya.lovill@dep.nj.gov. Ms. Lovill will also be organizing the information session. Please do not hesitate to contact her with any questions you may have regarding the new model code coordinated ordinance document or the ordinance adoption process.

Sincerely,



Kunal Patel, Ph.D., P.E., CFM
State NFIP Coordinator
Office of Dam Safety and Flood
Engineering

C: File
Kirk Miick – Construction Code Official (email)
William McDonnell, Deputy Director, Region II Mitigation Division (email)



Marianne Luhrs, Acting Branch Manager, Region II Floodplain Management &
Insurance Branch
Dennis Reinknecht, Director - Division of Resilience Engineering and Construction



Ordinance #2022-04
Borough of Helmetta
County of Middlesex, State of New Jersey

Introduced: August 17, 2022

Recorded Vote

Motion made by: Councilman Reid

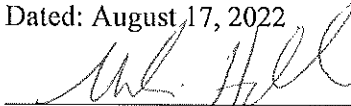
Second by: Councilman Karczewski

Roll Call

		<u>RECORDED VOTE</u>			
	AYES	NAYS	ABSTAIN	ABSENT	
Councilman Reid	X				
Councilman Dzingleski	X				
Councilman Duffy	X				
Councilman Karczewski	X				
Councilman Stasi	X				

Adopted on First Reading

Dated: August 17, 2022



Melissa Hallerman

Acting Municipal Clerk

Adopted: September 21, 2022

Recorded Vote

Motion made by: Councilman Karczewski

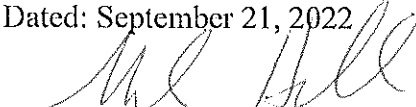
Second by: Councilman Reid

Roll Call

		<u>RECORDED VOTE</u>			
	AYES	NAYS	ABSTAIN	ABSENT	
Councilman Reid	X				
Councilman Dzingleski				X	
Councilman Duffy	X				
Councilman Karczewski	X				
Councilman Stasi				X	

Adopted on Second Reading

Dated: September 21, 2022



Melissa Hallerman

Acting Municipal Clerk