



**FEMA**

April 13, 2017

The Honorable Robert Forrester  
Mayor, Town of Sunset Beach  
700 Sunset Boulevard North  
Sunset Beach, North Carolina 28468

RE: National Flood Insurance Program (NFIP) - Community Assistance Visit (CAV)

Dear Mayor Forrester:

This letter is a follow-up to the CAV conducted for the Town of Sunset Beach by Mr. Roy McClure of the Federal Emergency Management Agency (FEMA) Region IV Office and Ms. Heather Keefer, NFIP Planner, Eastern Branch, NC Department of Public Safety, Emergency Management Risk Management Section. The meeting was held on September 21, 2016, at the Town of Sunset Beach Town Hall with Ms. Susan Parker, Town Manager, Mr. Richard Hathcock, GIS Planner and Mr. Wes McLeod, Senior Planner, Cape Fear Council of Governments. We truly appreciate the assistance, cooperation and hospitality provided by Ms. Parker and Mr. Hathcock during Mr. McClure's visit.

The purpose of the CAV is to assess the overall effectiveness of a community's floodplain management programs under its participation in the NFIP. In addition, the CAV affords our office with the opportunity to provide needed technical assistance and guidance as deemed appropriate.

The Town of Sunset Beach has been enrolled in the regular phase of the NFIP since November 17, 1972, thus making flood insurance and other Federal benefits available throughout the Town. To maintain participation in the NFIP the Town of Sunset Beach must continue to administer and enforce local floodplain management regulations that meet or exceed the minimum standards established by the NFIP as outlined in Title 44, Code of Federal Regulations (CFR), Section 60.3. Though participation in the NFIP is voluntary only participating communities can provide their citizens with the opportunity to purchase NFIP flood insurance and receive the full complement of federal disaster assistance. Furthermore, Sunset Beach has received a rating of Class 8 in the Community Rating System (CRS) Program, so NFIP policyholders now receive a 10 percent discount on flood insurance.

An essential function and requirement of participation in the NFIP is to obtain required documentation and permanently maintain all floodplain development records. These include, but are not limited to, development permit applications, detailed cost breakdowns for potential substantial damage and substantial improvement determinations, "finished- construction" elevation certificates, V-Zone Certifications, floodproofing certificates, certifications for engineered flood openings, and variance proceedings.

Mr. McClure and Ms. Keefer, accompanied by Mr. Hathcock, and Mr. McLeod conducted a tour of Sunset Beach's Special Flood Hazard areas and the following potential violations were noted:

- Lot 8 Palm Cove Subdivision – 1844 E. Main Street
- Lot 9 Palm Cove Subdivision – 1846 E. Main Street

**Potential Violations**

Electrical and other utility lines are attached to a breakaway wall in violation of your local Flood Damage Prevention Ordinance contained in Sunset Beach's Unified Development Ordinance, Article 12. Environmental Regulations, Section 12.04(B)(4)(d).

**Corrective Action**

Buildings constructed in the VE-Zone and elevated on pile or column foundation with space below the lowest elevated floor must either be free of obstruction or constructed with non-supporting breakaway walls designed and built to collapse under rising flood waters to prevent the impact of waves from damaging the elevated portion of the building or supporting foundation system.

The Town of Sunset Beach's Flood Damage Prevention Ordinance (Article 12. Environmental Regulations) requires in Coastal High Hazard Areas (Zones VE), breakaway walls, open wood latticework or insect screening, provided it is not part of the structural support of the building and is designed so as to breakaway.

Remove all utilities lines and connections from the breakaway wall and attach the utility lines to the structural pile or column. Obtain and submit copy of V-Zone Design Certificates for these buildings for verification of compliance.

See Technical Fact Sheet No. 8.1, Enclosures and Breakaway Walls and Technical Fact Sheet No. 8.3, Protecting Utilities, and Technical Fact Sheet No. 5, V-Zone Design and Construction Certification that are enclosed for guidance.

The Town of Sunset Beach will have until June 30, 2017, to submit documentation confirming that the corrective measures have been completed. Should you have questions regarding this correspondence, please contact Mr. Roy McClure at 770-220-8835 or e-mail him at [roy.mcclure@fema.dhs.gov](mailto:roy.mcclure@fema.dhs.gov).

Sincerely,



Susan W. Wilson, CFM, Chief  
Floodplain Management and Insurance Branch  
Mitigation Division

Enclosures