



FEMA

June 26, 2017

Steve McConarty
Zoning Enforcement Officer, Town of Ossipee
55 Main Street
PO Box 67
Ossipee, NH 03814

Subject: Information Request for Structures at the Westward Shores Campground

Dear Mr. McConarty:

Thank you for taking the time to meet with Jennifer Gilbert (New Hampshire Office of Energy and Planning) and me on June 19th to discuss the National Flood Insurance Program (NFIP) and potential compliance concerns with structures located at the Westward Shores Campground in Ossipee.

Many of the structures in the campground use a recreational vehicle as part of the structure's construction. However, after touring the site and observing the types of structures in the campground, it appears that all or nearly all of the existing structures do not meet the requirements for recreational vehicles found in 44 CFR 60.3(c)(14), since very few appeared licensed and ready for highway use and most had permanently attached additions. Therefore, they would be considered structures for NFIP purposes. A review of the most recent Flood Insurance Rate Map (FIRM) indicates that the entire area containing the current camp structures is located in the Special Flood Hazard Area (SFHA).

The Town of Ossipee has been a participating member of the NFIP since June 17, 1991. Therefore all structures built or placed on site in the SFHA since June 17, 1991 must meet all NFIP standards, including the requirement that the lowest floor of the structure be at or above Base Flood Elevation. NFIP requirements also state that all structures built or placed on site in the SFHA must be issued a permit and town files must contain a record of as-built elevation information for the lowest floor of the structure. You indicated that at this time you do not have this documentation in your files for the structures at the campground. Therefore, we are requesting you obtain and provide to this office documentation showing the elevation of the lowest floor for each of the structures in Westward Shores Campground that were built or placed on site after June 17, 1991. We recommend the use of a FEMA elevation certificate as the best way to document elevation information for this purpose. We are requesting this information within 90 days of the receipt of this letter. If you feel that this timeline is not feasible, please contact me.

Once we have this elevation information it will be possible for us to move on to making compliance determinations and remediation of potential violations, if applicable. Thank you again for taking the

time to meet with us and for your cooperation in obtaining this information. I look forward to working with you as we go forward and please feel free to contact me at 617-956-7618 or karl.anderson@fema.dhs.gov with any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read 'Karl Anderson', with a long horizontal flourish extending to the right.

Karl Anderson
Floodplain Management Specialist
FEMA Region I

Cc: Board of Selectman, Town of Ossipee, NH
Jennifer Gilbert, NH State Floodplain Coordinator, NHOEP (via email)
Richard Nicklas, Chief, Floodplain Management and Insurance Branch, FEMA Region I (via email)