



MANHEIM BOROUGH

15 EAST HIGH STREET
MANHEIM, PA 17545

Re: Floodplain Ordinance Requirements related to the storage of vehicles and materials related to manufacturing activities within the Identified Floodplain Areas of Manheim Borough

To whom it may concern:

In 2023, FEMA performed a review of the Borough's Floodplain Ordinance and associated administrative procedures. Through these reviews FEMA identified items that the Borough needed to address in order to comply with FEMA regulations. This compliance is necessary for Borough property owners to be able to obtain flood insurance.

One of the items that was identified is related to the outside storage of vehicles and materials. This would include any business that stores operable vehicles (including, but not limited to car sales lots, recon/detailing businesses, automobile repair shops, etc.), inoperable vehicles, and any business that stores materials associated with their business operations (including, but not limited to, raw materials used in the processing or manufacturing of products, finished products, pallets, etc.) outside a fully enclosed building.

It was determined by FEMA that the Borough's Ordinance needed to be amended to address this issue, and that such storage activities are required to have permits, subject to meeting certain conditions which are outlined in the attached "Emergency Plan for Storage". For storage of items not specifically listed in the "Emergency Plan for Storage", the ordinance states that such items "...shall be stored at or above the Regulatory Flood Elevation or floodproofed to the maximum extent possible".

Therefore, in order to be in compliance with the newly adopted Floodplain Ordinance and associated FEMA requirements, **the attached application must be completed for storage activities that exist on your property, and it must be submitted to the Borough office by April 15th, 2024**. Unless you would also be proposing other activities (e.g. new building(s), earthmoving, new use(s), etc.), you only need to complete the parts of the application related to outside storage of materials. **Be sure to attach the information required in the "Emergency Plan for Storage" or in the section of the ordinance referenced above, as applicable, to the application.**

If you are not storing any materials or vehicles on your property outside of a fully enclosed building, please respond, in writing, stating this.

The Borough is waiving fees for applications related to existing storage uses if permits are issued in 2024. Your cooperation in complying with the FEMA mandates and submitting the required application is greatly appreciated.

Should you have any questions, please do not hesitate to contact the Borough office.

Sincerely,

James R. Fisher, PE, MPA, CBO
Borough Manager

Adrin Vargas
Codes Officer/Floodplain Administrator