



# POLK COUNTY

POLK COUNTY COURTHOUSE \* DALLAS, OREGON 97338  
(503) 623-9237

COMMUNITY DEVELOPMENT

AUSTIN MCGUGAN  
Director

## MEMORANDUM

**TO:** Engineers, Surveyors, Consultants, Attorneys, Lenders, Insurance and Real Estate Agents

**FROM:** Austin McGugan, Director  
Polk County Community Development

**DATE:** September 15, 2022

**SUBJECT:** Floodplain Properties

Polk County Community Development Department is available to provide flood hazard information for properties located within the unincorporated areas of Polk County. The County maintains a complete set of Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRMs), and is available to provide map determinations by phone, in person, or by writing to the County. Information concerning the FIRM zone, map panel number, map date, community number, base flood elevation and floodway are available. One of our most important objectives is to provide the community better sources of information. The Community Development Department, Planning Division continues to ensure the latest information is available on the Polk County Geographic Information System (GIS) Webmaps website, <https://geoservices.co.polk.or.us/PCMAPS/index.html>. Polk County also has other valuable information on its website, <https://www.co.polk.or.us>.

Another helpful source is FEMA's website. Additional resources for your office can be found at: <https://www.fema.gov/engineers-surveyors-and-architects-frequently-asked-questions> (For FEMA information for Surveyors, Engineers, and Architects and also for Letter of Map Amendments (LOMA, LOMR-F and eLOMA processes)). There is a new FEMA Elevation Certificate that is now in effect that can be found on FEMA's website at: <https://www.fema.gov/media-library/assets/documents/160>. You will also find the most recent FEMA Floodproofing Certificate and Elevation Certificate on our website at: <https://www.co.polk.or.us/cd/building/be-flood-smart>.

Our office will be reviewing elevation certificates for completeness and accuracy using the Elevation Certificate Reference Guide which can be viewed by using the following link: [https://www.co.polk.or.us/sites/default/files/fileattachments/building/page/3146/310\\_2015\\_ec\\_highlighed\\_checklist\\_5-13-16\\_1.pdf](https://www.co.polk.or.us/sites/default/files/fileattachments/building/page/3146/310_2015_ec_highlighed_checklist_5-13-16_1.pdf). We cannot accept incomplete or incorrect elevation certificates. We do maintain elevation certificates for new and substantially improved structures in the Special Flood Hazard Area.

In addition to providing valuable floodplain information, we also have a handout available in our office about flood insurance purchase requirements that can provide people with information about purchasing flood insurance if they need a mortgage or loan for a property in a Special Flood Hazard Area.

We can also provide information about wetland areas that may have development restrictions and discuss setback requirements for development activities. Wetland information can be viewed through the Polk County (GIS) Webmaps website, <https://geoservices.co.polk.or.us/PCMAPS/index.html>.

If you have any questions concerning whether a property is located in a Special Flood Hazard Area, County or Federal requirements, the County floodplain management program, floodway development requirements, other floodplain issues, historic flood information, flood insurance purchase requirements, or development near wetlands, please contact us at the Polk County Community Development Department in person or by calling 503-623-9237. You may also write or visit the office on the second floor of the Polk County Courthouse, 850 Main Street, Dallas, Oregon 97338. Please have available the location of the property either by Township, Range, Section, and Tax lot, tax account number, or street address. It is always our pleasure to assist you.