

SECTION 6. OVERLAY DISTRICTS

6.1. FLOODPLAIN AND FLOODWAY DISTRICTS

6.1.1. FLOODPLAIN AND FLOODWAY DISTRICTS

- A. Generally. The floodplain and floodway districts are hereby established as "overlay" districts, meaning that these districts are overlaid upon other districts and the land so encumbered may be used in a manner permitted in the underlying district only if and to the extent such use is also permitted in the applicable overlay district. The applicable Flood Insurance Rate Maps (FIRM) for the corporate limits and or extraterritorial jurisdiction of the City of Monroe are adopted by reference consistent with G.S. 160D-105. The following FIRM maps are included for reference: 37179CIND0C, 3710541500J, 3710541600J, 3710541700J, 3710542200J, 3710542400J, 3710542500J, 3710542600J, 3710542700J, 3710542800J, 3710543400J, 3710543500J, 3710543600J, 3710543700J, 3710544200J, 3710544400J, 3710544500J, 3710544600J, 3710545400J, 3710545500J, 3710545600J, 3710545700J, 3710546400J.

6.1.2 OBSTRUCTIONS

- A. Standard. No artificial obstruction may be located within any floodway.
- B. Definition. For purposes of this Section, an artificial obstruction is any obstruction, other than a natural obstruction, that is capable of reducing the flood carrying capacity of a stream or may accumulate debris and thereby reduce the flood-carrying capacity of a stream. A natural obstruction includes any rock, tree, gravel, or analogous natural matter that is an obstruction and has been located within the floodway by a nonhuman cause.

6.1.3 FLOOD DAMAGE PREVENTION ORDINANCE

- A. Statutory Authorization, Findings of Fact, Purpose and Objectives.

1. Statutory Authorization. The North Carolina General Assembly has in Part 6, Article 21 of Chapter 143; Article 6 of Chapter 153A; Article 8 of Chapter 160A; and Article 7, 9, and 11 of Chapter 160D of the North Carolina General Statutes, delegated to local governmental units the authority to adopt regulations designed to promote the public health, safety, and general welfare.
2. Findings of Fact.
 - a. The flood prone areas within the jurisdiction of Monroe are subject to periodic inundation which results in loss of life, property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures of flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.
 - b. These flood losses are caused by the cumulative effect of obstructions in floodplains causing increases in flood heights and velocities and by the occupancy in flood prone areas of uses vulnerable to floods or other hazards.
3. Statement of Purpose. It is the purpose of this ordinance to promote public health, safety, and general welfare and to minimize public and private losses due to flood conditions within flood prone areas by provisions designed to:
 - a. Restrict or prohibit uses that are dangerous to health, safety, and property due to water or erosion hazards or that result in damaging increases in erosion, flood heights or velocities;
 - b. Require that uses vulnerable to floods, including facilities that serve such uses, be protected against flood damage at the time of initial construction;
 - c. Control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of flood waters;
 - d. Control filling, grading, dredging, and all other development that may increase erosion or flood damage; and
 - e. Prevent or regulate the construction of flood barriers that will unnaturally divert flood waters or which may increase flood hazards to other lands.

4. Objectives. The objectives of this ordinance are to:
 - a. Protect human life, safety, and health;
 - b. Minimize expenditure of public money for costly flood control projects;
 - c. Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
 - d. Minimize prolonged business losses and interruptions;
 - e. Minimize damage to public facilities and utilities (i.e. water and gas mains, electric, telephone, cable and sewer lines, streets, and bridges) that are located in flood prone areas;
 - f. Minimize damage to private and public property due to flooding;
 - g. Make flood insurance available through the National Flood Insurance Program;
 - h. Maintain the natural and beneficial functions of floodplains;
 - i. Help maintain a stable tax base by providing for the sound use and development of flood prone areas; and
 - j. Ensure that potential buyers are aware that property is in a special flood hazard area.
5. Severability. It is hereby declared by the intention of Monroe City Council that the sections, paragraphs, sentences, clauses, and phrases of this ordinance are severable, and if any such section, paragraph, sentence, clause, or phrase is declared unconstitutional or otherwise invalid by any court of competent jurisdiction in a valid judgment or decree, such unconstitutionality or invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses, or phrases of this ordinance since the same would have been enacted without the incorporation into this ordinance of such unconstitutional or invalid section, paragraph, sentence, clause or phrase.
- B. Definitions. Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage and to give this ordinance its most reasonable application.

1. **ACCESSORY STRUCTURE (APPURTENANT STRUCTURE).** A structure located on the same parcel of property as the principal structure and the use of which is incidental to the use of the principal structure. Garages, carports and storage sheds are common urban accessory structures. Pole barns, hay sheds and the like qualify as accessory structures on farms, and may or may not be located on the same parcel as the farm dwelling or shop building.
2. **ADDITION (TO AN EXISTING BUILDING).** An extension or increase in the floor area or height of a building or structure.
3. **ALTERATION OF 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.
4. **APPEAL.** A request for a review of the Floodplain Administrator's interpretation of any provision of this ordinance.
5. **AREA OF SHALLOW FLOODING.** A designated Zone AO on a community's Flood Insurance Rate Map (FIRM) with base flood depths determined to be from one (1) to three (3) feet. These areas are located where a clearly defined channel does not exist, where the path of flooding is unpredictable and indeterminate, and where velocity flow may be evident.
6. **AREA OF SPECIAL FLOOD HAZARD.** See "Special Flood Hazard Area (SFHA)".
7. **BASE FLOOD.** The flood having a one (1) percent chance of being equaled or exceeded in any given year.
8. **BASE FLOOD ELEVATION (BFE).** A determination of the water surface elevations of the base flood as published in the Flood Insurance Study. When the BFE has not been provided in a "Special Flood Hazard Area", it may be obtained from engineering studies available from a Federal, State, or other source using FEMA approved

engineering methodologies. This elevation, when combined with the "Freeboard", establishes the "Regulatory Flood Protection Elevation".

9. BASEMENT. Any area of the building having its floor sub grade (below ground level) on all sides.
10. BUILDING. See "Structure".
11. CHEMICAL STORAGE FACILITY. A building, portion of a building, or exterior area adjacent to a building used for the storage of any chemical or chemically reactive products.
12. DESIGN FLOOD. See "Regulatory Flood Protection Elevation."
13. DEVELOPMENT. Any man-made change to improved or unimproved real estate, including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.
14. DEVELOPMENT ACTIVITY. Means any activity defined as Development which will necessitate a Floodplain Development Permit. This includes buildings, structures, and non-structural items, including (but not limited to) fill, bulkheads, piers, pools, docks, landings, ramps, and erosion control/stabilization measures.
15. DIGITAL FLOOD INSURANCE RATE MAP (DFIRM). Means the digital official map of a community, issued by the Federal Emergency Management Agency (FEMA), on which both the Special Flood Hazard Areas and the risk premium zones applicable to the community are delineated.
16. DISPOSAL. As defined in G.S. 130A-290(a)(6), the discharge, deposit, injection, dumping, spilling, leaking, or placing of any solid waste into or on any land or water so that the solid waste or any constituent part of the solid waste may enter the environment or be emitted into the air or discharged into any waters, including groundwaters.

17. **ELEVATED BUILDING.** A non-basement building which has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns.
18. **ENCROACHMENT.** The advance or infringement of uses, fill, excavation, buildings, structures or development into a floodplain, which may impede or alter the flow capacity of a floodplain.
19. **EXISTING BUILDING AND EXISTING STRUCTURE.** Means any building and/or structure for which the “start of construction” commenced before the effective date of this ordinance.
20. **EXISTING MANUFACTURED HOME PARK or MANUFACTURED HOME SUBDIVISION.** Means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of this ordinance.
21. **FLOOD or FLOODING.** A general and temporary condition of partial or complete inundation of normally dry land areas from:
 - a. The overflow of inland or tidal waters; and/or
 - b. The unusual and rapid accumulation or runoff of surface waters from any source.
22. **FLOOD BOUNDARY AND FLOODWAY MAP (FBFM).** An official map of a community, issued by the Federal Emergency Management Agency, on which the Special Flood Hazard Areas and the floodways are delineated. This official map is a supplement to and shall be used in conjunction with the Flood Insurance Rate Map (FIRM).
23. **FLOOD HAZARD BOUNDARY MAP (FHBM).** An official map of a community, issued by the Federal Emergency Management Agency, where the boundaries of the Special Flood Hazard Areas have been defined as Zone A.

24. FLOOD INSURANCE. The insurance coverage provided under the National Flood Insurance Program.
25. FLOOD INSURANCE RATE MAP (FIRM). An official map of a community, issued by the Federal Emergency Management Agency, on which both the Special Flood Hazard Areas and the risk premium zones applicable to the community are delineated.
26. FLOOD INSURANCE STUDY (FIS). An examination, evaluation, and determination of flood hazards, corresponding water surface elevations (if appropriate), flood hazard risk zones, and other flood data in a community issued by the Federal Emergency Management Agency. The Flood Insurance Study report includes Flood Insurance Rate Maps (FIRMs) and Flood Boundary and Floodway Maps (FBFMs), if published.
27. FLOOD PRONE AREA. See Floodplain.
28. FLOOD ZONE. A geographical area shown on a Flood Hazard Boundary Map or Flood Insurance Rate Map that reflects the severity or type of flooding in the area.
29. FLOODPLAIN. Any land area susceptible to being inundated by water from any source.
30. FLOODPLAIN ADMINISTRATOR. The Engineering Director or their designee appointed to administer and enforce the floodplain management regulations.
31. FLOODPLAIN DEVELOPMENT PERMIT. Any type of permit that is required in conformance with the provisions of this ordinance, prior to the commencement of any development activity.
32. FLOODPLAIN MANAGEMENT. The operation of an overall program of corrective and preventive measures for reducing flood damage and preserving and enhancing, where possible, natural resources in the floodplain, including, but not limited to, emergency preparedness plans, flood control works, floodplain management regulations, and open space plans.
33. FLOODPLAIN MANAGEMENT REGULATIONS. This ordinance and other zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances, and other applications of police power. This term describes

federal, state or local regulations, in any combination thereof, which provide standards for preventing and reducing flood loss and damage.

34. **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 sanitation facilities, structures, and their contents.
35. **FLOOD-RESISTANT MATERIAL.** Means any building product [material, component or system] capable of withstanding direct and prolonged contact (minimum 72 hours) with floodwaters without sustaining damage that requires more than low-cost cosmetic repair. Any material that is water-soluble or is not resistant to alkali or acid in water, including normal adhesives for above-grade use, is not flood-resistant. Pressure-treated lumber or naturally decay-resistant lumbers are acceptable flooring materials. Sheet-type flooring coverings that restrict evaporation from below and materials that are impervious, but dimensionally unstable are not acceptable. Materials that absorb or retain water excessively after submergence are not flood-resistant. Please refer to Technical Bulletin 2, Flood Damage-Resistant Materials Requirements, and available from the FEMA. Class 4 and 5 materials, referenced therein, are acceptable flood-resistant materials.
36. **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 one (1) foot.
37. **FLOODWAY ENCROACHMENT ANALYSIS.** Means an engineering analysis of the impact that a proposed encroachment into a floodway or non-encroachment area is expected to have on the floodway boundaries and flood levels during the occurrence of the base flood discharge. The evaluation shall be prepared by a qualified North Carolina licensed engineer using standard engineering methods and hydraulic models meeting the minimum requirements of the National Flood Insurance Program.

38. **FREEBOARD.** The height added to the Base Flood Elevation (BFE) to account 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, blockage of bridge openings, and the hydrological effect of urbanization of the watershed. The Base Flood Elevation (BFE) plus the freeboard establishes the "Regulatory Flood Protection Elevation".
39. **FUNCTIONALLY DEPENDENT FACILITY.** A facility which cannot be used for its intended purpose unless it is located in close proximity to water, limited to a docking or port facility necessary for the loading and unloading of cargo or passengers, shipbuilding, or ship repair. The term does not include long-term storage, manufacture, sales, or service facilities.
40. **HAZARDOUS WASTE MANAGEMENT FACILITY.** As defined in G.S. 130A, Article 9, a facility for the collection, storage, processing, treatment, recycling, recovery, or disposal of hazardous waste.
41. **HIGHEST ADJACENT GRADE (HAG).** The highest natural elevation of the ground surface, prior to construction, immediately next to the proposed walls of the structure.
42. **HISTORIC STRUCTURE.** Any structure that is:
 - a. Listed individually in the National Register of Historic Places (a listing maintained by the US Department of Interior) or preliminarily determined by the Secretary of Interior as meeting the requirements for individual listing on the National Register;
 - b. Certified or preliminarily determined by the Secretary of 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 local inventory of historic landmarks in communities with a "Certified Local Government (CLG) Program"; or

- d. Certified as contributing to the historical significance of a historic district designated by a community with a "Certified Local Government (CLG) Program".
36. CERTIFIED LOCAL GOVERNMENT (CLG) PROGRAMS. Approved by the US Department of the Interior in cooperation with the North Carolina Department of Cultural Resources through the State Historic Preservation Officer as having met the requirements of the National Historic Preservation Act of 1966 as amended in 1980.
37. LETTER OF MAP CHANGE (LOMC). Means an official determination issued by FEMA that amends or revises an effective Flood Insurance Rate Map or Flood Insurance Study. Letters of Map Change include:
- a. Letter of Map Amendment (LOMA): An official amendment, by letter, to an effective National Flood Insurance Program map. A LOMA is based on technical data showing that a property had been inadvertently mapped as being in the floodplain but is actually on natural high ground above the base flood elevation. A LOMA amends the current effective Flood Insurance Rate Map and establishes that a specific property, portion of a property, or structure is not located in a special flood hazard area.
 - b. Letter of Map Revision (LOMR): A revision based on technical data that may show changes to flood zones, flood elevations, special flood hazard area boundaries and floodway delineations, and other planimetric features.
 - c. Letter of Map Revision Based on Fill (LOMR-F): A determination that a structure or parcel of land has been elevated by fill above the BFE and is, therefore, no longer located within the special flood hazard area. In order to qualify for this determination, the fill must have been permitted and placed in accordance with the community's floodplain management regulations.
 - d. Conditional Letter of Map Revision (CLOMR): A formal review and comment as to whether a proposed project complies with the minimum NFIP requirements for such projects with respect to delineation of special flood

hazard areas. A CLOMR does not revise the effective Flood Insurance Rate Map or Flood Insurance Study; upon submission and approval of certified as-built documentation, a Letter of Map Revision may be issued by FEMA to revise the effective FIRM.

38. **LIGHT DUTY TRUCK.** means any motor vehicle rated at 8,500 pounds Gross Vehicular Weight Rating or less which has a vehicular curb weight of 6,000 pounds or less and which has a basic vehicle frontal area of 45 square feet or less as defined in 40 CFR 86.082-2 and is:
- a. Designed primarily for purposes of transportation of property or is a derivation of such a vehicle, or
 - b. Designed primarily for transportation of persons and has a capacity of more than 12 persons; or
 - c. Available with special features enabling off-street or off-highway operation and use.
39. **LOWEST ADJACENT GRADE (LAG).** The elevation of the ground, sidewalk or patio slab immediately next to the building, or deck support, after completion of the building.
40. **LOWEST FLOOR.** The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access, or limited storage in an area other than a basement area is not considered a building's lowest floor, provided that such an enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this ordinance.
41. **MANUFACTURED HOME.** A structure, transportable in one or more sections, which is built on a permanent chassis and designed to be used with or without a permanent foundation when connected to the required utilities. The term "manufactured home" does not include a "recreational vehicle".
42. **MANUFACTURED HOME PARK OR SUBDIVISION.** A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

43. MARKET VALUE. The building value, not including the land value and that of any accessory structures or other improvements on the lot. Market value may be established by independent certified appraisal; replacement cost depreciated for age of building and quality of construction (Actual Cash Value); or adjusted tax assessed values.
44. MAP REPOSITORY. Means the location of the official flood hazard data to be applied for floodplain management. It is a central location in which flood data is stored and managed; in North Carolina, FEMA has recognized that the application of digital flood hazard data products carry the same authority as hard copy products. Therefore, the NCEM's Floodplain Mapping Program websites house current and historical flood hazard data. For effective flood hazard data the NC FRIS website (<http://FRIS.NC.GOV/FRIS>) is the map repository, and for historical flood hazard data the FloodNC website (<http://FLOODNC.GOV/NCFLOOD>) is the map repository.
45. MARKET VALUE. Means the building value, not including the land value and that of any accessory structures or other improvements on the lot. Market value may be established by independent certified appraisal; replacement cost depreciated for age of building and quality of construction (Actual Cash Value); or adjusted tax assessed values.
46. NEW CONSTRUCTION. Structures for which the "start of construction" commenced on or after the effective date of the initial floodplain management regulations and includes any subsequent improvements to such structures.
47. NON-ENCROACHMENT AREA (NEA). 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 one (1) foot as designated in the Flood Insurance Study report.
48. POST-FIRM. Means construction or other development for which the "start of construction" occurred on or after the effective date of the initial Flood Insurance Rate Map.

49. PRE-FIRM. Means construction or other development for which the "start of construction" occurred before the effective date of the initial Flood Insurance Rate Map.
50. PRINCIPALLY ABOVE GROUND. That at least fifty-one (51%) percent of the actual cash value of the structure is above ground.
51. RECREATIONAL VEHICLE (RV). A vehicle, which is:
- Built on a single chassis;
 - Four hundred (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.
 - Is fully licensed and ready for highway use.

For the purpose of this ordinance, "Tiny Homes/Houses" and Park Models that do not meet the items listed above are not considered Recreational Vehicles and should meet the standards of and be permitted as Residential Structures.

52. REFERENCE LEVEL. "Reference Level" is the bottom of the lowest horizontal structural member of the lowest floor for structures within all Special Flood Hazard Areas.
53. REGULATORY FLOOD PROTECTION ELEVATION. The "Base Flood Elevation" plus the "Freeboard". In "Special Flood Hazard Areas" where Base Flood Elevations (BFEs) have been determined, this elevation shall be the BFE plus two (2) feet of freeboard. In "Special Flood Hazard Areas" where no BFE has been established, this elevation shall be at least two (2) feet above the highest adjacent grade.
54. REMEDY A VIOLATION. To bring the structure or other development into compliance with state and community floodplain management regulations, or, if this is not possible, to reduce the impacts of its noncompliance. Ways that impacts may be

reduced include protecting the structure or other affected development from flood damages, implementing the enforcement provisions of the ordinance or otherwise deterring future similar violations, or reducing federal financial exposure with regard to the structure or other development.

55. RIVERINE. Relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.
56. SALVAGE YARD. Any non-residential property used for the storage, collection, and/or recycling of any type of equipment, and including but not limited to vehicles, appliances and related machinery.
57. SOLID WASTE DISPOSAL FACILITY. Any facility involved in the disposal of solid waste, as defined in G.S. 130A-290(a)(35).
58. SOLID WASTE DISPOSAL SITE. As defined in G.S. 130A-290(a)(36), any place at which solid wastes are disposed of by incineration, sanitary landfill, or any other method.
59. SPECIAL FLOOD HAZARD AREA (SFHA). The land in the floodplain subject to a one percent (1%) or greater chance of being flooded in any given year, as determined per C. General Provisions, 2. Special Flood Hazard Areas below.
60. 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. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of the building, whether or not that alteration affects the external dimensions of the building.

61. STRUCTURE. A walled and roofed building, a manufactured home, or a gas, liquid, or liquefied gas storage tank that is principally above ground.
62. SUBSTANTIAL DAMAGE. Damage of any origin sustained by a structure during any one-year period 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.
63. SUBSTANTIAL IMPROVEMENT. Any combination of repairs, reconstruction, rehabilitation, addition, or other improvement of a structure, taking place during any one-year period for which the cost equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. This term includes structures which have incurred "substantial damage", regardless of the actual repair work performed. The term does not, however, include either:
 - a. Any correction of existing violations of state or community health, sanitary, or safety code specifications which have been identified by the community code enforcement official 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.
64. TECHNICAL BULLETIN AND TECHNICAL FACT SHEET. Means a FEMA publication that provides guidance concerning the building performance standards of the NFIP, which are contained in Title 44 of the U.S. Code of Federal Regulations at Section 60.3. The bulletins and fact sheets are intended for use primarily by State and local officials responsible for interpreting and enforcing NFIP regulations and by members of the development community, such as design professionals and builders. New bulletins, as well as updates of existing bulletins, are issued periodically as needed. The bulletins

do not create regulations; rather they provide specific guidance for complying with the minimum requirements of existing NFIP regulations. It should be noted that Technical Bulletins and Technical Fact Sheets provide guidance on the minimum requirements of the NFIP regulations. State or community requirements that exceed those of the NFIP take precedence. Design professionals should contact the community officials to determine whether more restrictive State or local regulations apply to the building or site in question. All applicable standards of the State or local building code must also be met for any building in a flood hazard area.

65. TEMPERATURE CONTROLLED. Means having the temperature regulated by a heating and/or cooling system, built-in or appliance.
66. THREAT TO PUBLIC SAFETY or NUISANCE. Anything which is injurious to the safety or health of an entire community or neighborhood, or any considerable number of persons, or unlawfully obstructs the free passage or use, in the customary manner, of any navigable lake, or river, bay, stream, canal, or basin.
67. VARIANCE. The grant of relief from the requirements of this ordinance.
68. VIOLATION. The failure of a structure or other development to be fully compliant with the applicable floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance is presumed to be in violation until such time as that documentation is provided.
69. WATER SURFACE ELEVATION (WSE). The height, in relation to NAVD 1988, of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.
70. WATERCOURSE. A lake, river, creek, stream, wash, channel or other topographic feature on or over which waters flow at least periodically. Watercourse includes specifically designated areas in which substantial flood.

C. General Provisions.

1. Applicability. This ordinance shall apply to all Special Flood Hazard Areas within the jurisdiction, including Extra-Territorial Jurisdictions, of the City of Monroe.

2. Special Flood Hazard Areas. The Special Flood Hazard Areas are those identified under the Cooperating Technical State (CTS) agreement between the State of North Carolina and FEMA in its Flood Insurance Study (FIS) for Union County dated October 16, 2008 and its accompanying Flood Insurance Rate Map Panels (5406J, 5415J, 5416J, 5417J, 5422J, 5424J, 5425J, 5426J, 5427J, 5428J, 5434J, 5435J, 5436J, 5437J, 5442J, 5444J, 5445J, 5446J, 5454J, 5455J, 5456J, 5457J, and 5464J provided for reference) for the City of Monroe also dated October 16, 2008, which are adopted by reference and declared to be a part of this ordinance, and all revisions thereto after July 1, 2021. The initial Flood Insurance Rate Maps are as follows for the jurisdictional areas at the initial date: Union County Unincorporated Area, dated July 18, 1983, City of Monroe, dated January 19, 1983. Future revisions to the FIS and DFIRM panels that do not change flood hazard data within the jurisdictional authority of the City of Monroe are also adopted by reference and declared a part of this ordinance. Subsequent Letter of Map Revisions (LOMRs) and/or Physical Map Revisions (PMRs) are adopted by reference consistent with G.S. 160D-105.
3. Floodplain Development Permit. A floodplain development permit shall be required in conformance with the provisions of this ordinance prior to the commencement of any development activities within special flood hazard areas determined per C. General Provisions, 2. Special Flood Hazard Areas above.
4. Compliance. No structure or land shall hereafter be located, extended, converted, altered, or developed in any way without full compliance with the terms of this ordinance and other applicable regulations.
5. Other Restrictions (Abrogation). This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another conflict or overlap, whichever imposes the more stringent restrictions shall prevail.
6. Interpretation. In the interpretation and application of this ordinance, all provisions shall be:

- a. Considered as minimum requirements;
 - b. Liberally construed in favor of the governing body; and
 - c. Deemed neither to limit nor repeal any other powers granted under state statutes.
7. Liability. The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering consideration. Larger floods can and will occur. Actual flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the special flood hazard areas or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the City of Monroe or by any officer or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.
8. Violation. Violations of this section shall be undertaken consistent with Section 1.1.12 of this UDO.

D. Administration.

1. Floodplain Administrator. The Floodplain Administrator is hereby appointed to administer and implement the provisions of this ordinance. In instances where the Floodplain Administrator receives assistance from others to complete tasks to administer and implement this ordinance, the Floodplain Administrator shall be responsible for the coordination and overall compliance with the National Flood Insurance Program and the provisions of this ordinance.
2. Requirements.
 - a. Application Requirements. Application for a Floodplain Development Permit shall be made to the Floodplain Administrator prior to any development activities located within Special Flood Hazard Areas. The following items shall be presented to the Floodplain Administrator to apply for a floodplain development permit:

- i. A plot plan drawn to scale which shall include, but shall not be limited to, the following specific details of the proposed floodplain development:
 - a) The nature, location, dimensions, and elevations of the area of development/disturbance; existing and proposed structures, utility systems, grading/pavement areas, fill materials, storage areas, drainage facilities, and other development;
 - b) The boundary of the Special Flood Hazard Area as delineated on the FIRM or other flood map as determined per C. General Provisions, 2. Special Flood Hazard Areas above, or a statement that the entire lot is within the Special Flood Hazard Area;
 - c) Flood zone(s) designation of the proposed development area as determined on the FIRM or other flood map as determined per C. General Provisions, 2. Special Flood Hazard Areas above;
 - d) The boundary of the floodway(s) or non-encroachment area(s) as determined per C. General Provisions, 2. Special Flood Hazard Areas above;
 - e) The Base Flood Elevation (BFE) where provided as set forth per C. General Provisions, 2. Special Flood Hazard Areas above; D. Administration, 3. Duties and Responsibilities of the Floodplain Administrator below; and E. Provisions for Flood Hazard Reduction, 4. Standards for Floodplains Without Established Base Flood Elevations below.
 - f) The old and new location of any watercourse that will be altered or relocated as a result of proposed development; and
 - g) The certification of the plot plan by a registered land surveyor or professional engineer.

- ii. Proposed elevation, and method thereof, of all development within a special flood hazard area including but not limited to:
 - a) Elevation in relation to NAVD 1988 of the proposed reference level (including basement) of all structures;
 - b) Elevation in relation to NAVD 1988 to which any non-residential structure in Zone AE, A or AO will be floodproofed; and
 - c) Elevation in relation to NAVD 1988 to which any proposed utility systems will be elevated or floodproofed.
- iii. If floodproofing, a Floodproofing Certificate (FEMA Form 086-0-34) with supporting data, an operational plan, and an inspection and maintenance plan that include, but are not limited to, installation, exercise, and maintenance of floodproofing measures.
- iv. A foundation plan, drawn to scale, which shall include details of the proposed foundation system to ensure all provisions of this ordinance are met. These details include but are not limited to:
 - a. The proposed method of elevation, if applicable (i.e., fill, solid foundation perimeter wall, solid backfilled foundation, open foundation on columns/posts/piers/piles/shear walls); and
 - b. Openings to facilitate automatic equalization of hydrostatic flood forces on walls in accordance with this Section, when solid foundation perimeter walls are used in Zones A, AE, AH, AO, A99.
- v. Usage details of any enclosed areas below the lowest floor.
- vi. Plans and/or details for the protection of public utilities and facilities such as sewer, gas, electrical, and water systems to be located and constructed to minimize flood damage.
- vii. Certification that all other Local, State and Federal permits required prior to floodplain development permit issuance have been received.

- viii. Documentation for placement of Recreational Vehicles and/or Temporary Structures, when applicable, to ensure that the provisions of this ordinance are met.
 - ix. A description of proposed watercourse alteration or relocation, when applicable, including an engineering report on the effects of the proposed project on the flood-carrying capacity of the watercourse and the effects to properties located both upstream and downstream; and a map (if not shown on plot plan) showing the location of the proposed watercourse alteration or relocation.
- b. Permit Requirements. The floodplain development permit shall include, but not be limited to:
- i. A complete description of all the development to be permitted under the floodplain development permit (e.g. house, garage, pool, septic, bulkhead, cabana, pier, bridge, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials, etc.)
 - ii. The special flood hazard area determination for the proposed development in accordance with available data specified in this ordinance.
 - iii. The Regulatory Flood Protection Elevation required for the reference level and all attendant utilities.
 - iv. The Regulatory Flood Protection Elevation required for the protection of all public utilities.
 - v. All certification submittal requirements with timelines.
 - vi. A statement that no fill material or other development shall encroach into the floodway or non-encroachment area of any watercourse, unless the requirements in E. Provisions for Flood Hazard Reduction, 5. Floodways and Non-Encroachment Areas are met.

- vii. The flood openings requirements.
 - viii. Limitations on use of enclosed areas below the lowest floor (if applicable), i.e., parking, building access and limited storage only.
 - ix. A statement, that all materials below BFE/RFPE must be flood resistant materials.
- c. Certification Requirements.
- i. An Elevation Certificate (FEMA Form 086-0-33) is required prior to the actual start of any new construction. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the elevation of the reference level, in relation to NAVD 1988. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder prior to the beginning of construction. Failure to submit the certification or failure to make required corrections shall be cause to deny a floodplain development permit.
 - ii. An Elevation Certificate (FEMA Form 086-0-33) is required after the reference level is established. Within seven (7) calendar days of establishment of the reference level elevation, it shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the elevation of the reference level, in relation to NAVD 1988. Any work done within the seven (7) day calendar period and prior to submission of the certification shall be at the permit holder's risk. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to further work being permitted to proceed. Failure to submit the certification or failure to make required corrections shall be cause to issue a stop-work order for the project.

- iii. A final Finished Construction Elevation Certificate (FEMA Form 086-0-33) is required after construction is completed and prior to Certificate of Compliance/Occupancy issuance. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of final as-built construction of the elevation of the reference level and all attendant utilities. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to Certificate of Compliance/Occupancy issuance. In some instances, another certification may be required to certify corrected as-built construction. Failure to submit the certification or failure to make required corrections shall be cause to withhold the issuance of a Certificate of Compliance/Occupancy. The Finished Construction Elevation Certificate certifier shall provide at least 2 photographs showing the front and rear of the building taken within 90 days from the date of certification. The photographs must be taken with views confirming the building description and diagram number. To the extent possible, these photographs should show the entire building including foundation. If the building has split-level or multi-level areas, provide at least 2 additional photographs showing side views of the building. In addition, when applicable, provide a photograph of the foundation showing a representative example of the flood openings or vents. All photographs must be in color and measure at least 3" × 3". Digital photographs are acceptable.
- iv. If non-residential floodproofing is used to meet the Regulatory Flood Protection Elevation requirements, a Floodproofing Certificate (FEMA Form 086-0-34), with supporting data, an operational plan, and an inspection and maintenance plan are required prior to the actual start

of any new construction. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the floodproofed design elevation of the reference level and all attendant utilities, in relation to NAVD 1988. Floodproofing certification shall be prepared by or under the direct supervision of a licensed professional engineer or a licensed architect and certified by same. The Floodplain Administrator shall review the certificate data, the operational plan, and the inspection and maintenance plan. Deficiencies detected by such review shall be corrected by the applicant prior to permit approval. Failure to submit the certification or failure to make required corrections shall be cause to deny a floodplain development permit. Failure to construct in accordance with the certified design shall be cause to withhold the issuance of a Certificate of Compliance/Occupancy.

- v. A final Finished Construction Floodproofing Certificate (FEMA Form 086-0-34), with supporting data, an operational plan, and an inspection and maintenance plan are required prior to the issuance of a Certificate of Compliance/Occupancy. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the floodproofed design elevation of the reference level and all attendant utilities, in relation to NAVD 1988. Floodproofing certificate shall be prepared by or under the direct supervision of a professional engineer or architect and certified by same. The Floodplain Administrator shall review the certificate data, the operational plan, and the inspection and maintenance plan. Deficiencies detected by such review shall be corrected by the applicant prior to Certificate of Occupancy. Failure to submit the certification or failure to make required corrections shall be cause to deny a Floodplain Development Permit. Failure to construct in

accordance with the certified design shall be cause to deny a Certificate of Compliance/Occupancy.

- vi. If a manufactured home is placed within Zones A, AE, AH, AO, A99 and the elevation of the chassis is more than 36 inches in height above grade, an engineered foundation certification is required per E. Provisions for Flood Hazard Reduction, 2. Specific Standards, (c) Manufactured Homes.
- vii. If a watercourse is to be altered or relocated, a description of the extent of watercourse alteration or relocation; a professional engineer's certified report on the effects of the proposed project on the flood-carrying capacity of the watercourse and the effects to properties located both upstream and downstream; and a map showing the location of the proposed watercourse alteration or relocation shall all be submitted by the permit applicant prior to issuance of a floodplain development permit.
- viii. The following structures, if located within Zones A, AE, AH, AO, A99, are exempt from the elevation/floodproofing certification requirements specified in items (a) and (b) of this subsection: Recreational Vehicles per E. Provisions for Flood Hazard Reduction, 2. Specific Standards, f. Recreational Vehicles below; Temporary Placement and Temporary Structures per E. Provisions for Flood Hazard Reduction, 2. Specific Standards, g. Temporary Non-Residential Structures below; and accessory structures less than 150 square feet meeting requirements of E. Provisions for Flood Hazard Reduction, 2. Specific Standards, h. Accessory Structures below; and Accessory Structures that are one hundred fifty (150) square feet or less or \$5,000 or less and meeting requirements of E. Provisions for Flood Hazard Reduction, 2. Specific Standards, h. Accessory Structures below.

- d. Determinations for Existing Buildings and Structures. For applications for building permits to improve buildings and structures, including alterations, movement, enlargement, replacement, repair, change of occupancy, additions, rehabilitations, renovations, 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 Building Official, shall:
 - i. Estimate the market value, or require the applicant to obtain an appraisal of the market value prepared by a qualified independent appraiser, 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;
 - ii. Compare the cost to perform the improvement, the cost to repair a damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, if applicable, to the market value of the building or structure;
 - iii. Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage; and
 - iv. Notify the applicant if 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 NC Building Code and this ordinance is required.
3. Duties and Responsibilities of the Floodplain Administrator. The Floodplain Administrator or their designee shall perform, but not be limited to, the following duties:

- a. Review all floodplain development applications and issue permits for all proposed development within Special Flood Hazard Areas to assure that the requirements of this ordinance have been satisfied.
- b. Review all proposed development within Special Flood Hazard Areas to assure that all necessary local, state and federal permits have been received, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
- c. Notify adjacent communities and the North Carolina Department of Public Safety, Division of Emergency Management, State Coordinator for the National Flood Insurance Program prior to any alteration or relocation of a watercourse and submit evidence of such notification to the Federal Emergency Management Agency (FEMA).
- d. Assure that maintenance is provided within the altered or relocated portion of said watercourse so that the flood-carrying capacity is maintained.
- e. Prevent encroachments into floodways and non-encroachment areas unless the certification and flood hazard reduction provisions of E. Provisions for Flood Hazard Reduction, 6. Standards for Areas of Shallow Flooding are met.
- f. Obtain actual elevation (in relation to NAVD 1988) of the reference level (including basement) and all attendant utilities of all new and substantially improved structures, per D. Administration, 2. Certification Requirements, c. Certification Requirements above.
- g. Obtain actual elevation (in relation to NAVD 1988) to which all new and substantially improved structures and utilities have been floodproofed, in accordance with the provisions of D. Administration, 2. Requirements, c. Certification Requirements above.
- h. Obtain actual elevation (in relation to NAVD 1988) of all public utilities in accordance with the provisions of D. Administration, 2. Requirements, c. Certification Requirements above.

- i. When floodproofing is utilized for a particular structure, obtain certifications from a licensed professional engineer or licensed architect in accordance with the provisions of D. Administration, 2. Requirements, c. Certification Requirements above and E. Provisions for Flood Hazard Reduction, 2. Specific Standards, b. Non-Residential Construction below.
- j. Where interpretation is needed as to the exact location of boundaries of the Special Flood Hazard Areas, floodways, or non-encroachment areas (for example, where there appears to be a conflict between a mapped boundary and actual field conditions), make the necessary interpretation. The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in this Section.
- k. When Base Flood Elevation (BFE) data have not been provided in accordance with C. General Provisions, 2. Special Flood Hazard Areas above, obtain, review, and reasonably utilize any BFE data, along with floodway data or non-encroachment area data available from a federal, state, or other source, including data developed pursuant to E. Provisions for Flood Hazard Reduction, 4. Standards for Floodplains Without Established Base Flood Elevations below and C. General Provisions, 2. Special Flood Hazard Areas above. in order to administer the provisions of this ordinance.
- l. When Base Flood Elevation (BFE) data are provided but no floodway or non-encroachment area data have been provided per C. General Provisions, 2. Special Flood Hazard Areas above, obtain, review, and reasonably utilize any floodway data or non-encroachment area data available from a federal, state, or other source in order to administer the provisions of this ordinance.
- m. When the lowest floor and the lowest adjacent grade of a structure or the lowest ground elevation of a parcel in a Special Flood Hazard Area are above the Base Flood Elevation (BFE), advise the property owner of the option to apply for a Letter of Map Amendment (LOMA) from the North Carolina

Division of Emergency Management. Maintain a copy of the LOMA issued by the North Carolina Division of Emergency Management in the floodplain development permit file.

- n. Permanently maintain all records that pertain to the administration of this ordinance and make these records available for public inspection, recognizing that such information may be subject to the Privacy Act of 1974, as amended.
- o. Make on-site inspections of work in progress. As the work pursuant to a floodplain development permit progresses, the Floodplain Administrator shall make as many inspections of the work as may be necessary to ensure that the work is being done according to the provisions of the local ordinance and the terms of the permit. In exercising this power, the Floodplain Administrator has a right, upon presentation of proper credentials, to enter on any premises within the jurisdiction of the City of Monroe at any reasonable hour for the purposes of inspection or other enforcement action.
- p. Issue stop-work orders as required. Whenever a building or part thereof is being constructed, reconstructed, altered, or repaired in violation of this ordinance, the Floodplain Administrator may order the work to be immediately stopped. The stop-work order shall be in writing and directed to the person doing or in charge of the work. The stop-work order shall state the specific work to be stopped, the specific reason(s) for the stoppage, and the condition(s) under which the work may be resumed. Violation of a stop-work order constitutes a misdemeanor.
- q. Revoke floodplain development permits as required. The Floodplain Administrator may revoke and require the return of the floodplain development permit by notifying the permit holder in writing stating the reason(s) for the revocation. Permits shall be revoked for any substantial departure from the approved application, plans, and specifications; for refusal or failure to comply with the requirements of State or local laws; or for false

statements or misrepresentations made in securing the permit. Any floodplain development permit mistakenly issued in violation of an applicable State or local law may also be revoked.

- r. Make periodic inspections throughout the Special Flood Hazard Areas within the jurisdiction. The Floodplain Administrator and each member of his or her inspections department shall have a right, upon presentation of proper credentials, to enter on any premises within the territorial jurisdiction of the department at any reasonable hour for the purposes of inspection or other enforcement action.
 - s. Follow through with corrective procedures of D. Administration, 4. Corrective Procedures below.
 - t. Review, provide input, and make recommendations for variance requests.
 - u. Maintain a current map repository to include, but not limited to, the FIS Report, FIRM and other official flood maps and studies adopted per C. General Provisions, 2. Special Flood Hazard Areas above, including any revisions thereto including Letters of Map Change, issued by the North Carolina Division of Emergency Management. Notify State and North Carolina Division of Emergency Management of mapping needs.
 - v. Coordinate revisions to FIS reports and FIRMs, including Letters of Map Revision Based on Fill (LOMR-Fs) and Letters of Map Revision (LOMRs).
4. Corrective Procedures.
- a. Violations to be Corrected. When the Floodplain Administrator finds violations of applicable State and local laws; it shall be his or her duty to notify the owner or occupant of the building of the violation. The owner or occupant shall immediately remedy each of the violations of law cited in such notification.
 - b. Actions. If the owner of a building or property shall fail to take prompt corrective action, the Floodplain Administrator shall give the owner written

notice, by certified or registered mail to the owner's last known address or by personal service, stating:

- i. That the building or property is in violation of the floodplain management regulations;
 - ii. That a hearing will be held before the Floodplain Administrator at a designated place and time, not later than ten (10) days after the date of the notice, at which time the owner shall be entitled to be heard in person or by counsel and to present arguments and evidence pertaining to the matter; and
 - iii. That following the hearing, the Floodplain Administrator may issue an order to alter, vacate, or demolish the building; or to remove fill as applicable.
- c. Order to Take Corrective Action. If, upon a hearing held pursuant to the notice prescribed above, the Floodplain Administrator shall find that the building or development is in violation of the Flood Damage Prevention Ordinance, he or she shall issue an order in writing to the owner, requiring the owner to remedy the violation within a specified time period, not less than sixty (60) calendar days, nor more than one hundred eighty (180) calendar days. Where the Floodplain Administrator finds that there is imminent danger to life or other property, he or she may order that corrective action be taken in such lesser period as may be feasible.
- d. Appeal. Any owner who has received an order to take corrective action may appeal the order consistent with Section 3 of this UDO by giving notice of appeal in writing to the Floodplain Administrator and the clerk within ten (10) days following issuance of the final order. In the absence of an appeal, the order of the Floodplain Administrator shall be final. Appeals shall be heard within a reasonable time and the finding may affirm, modify and affirm, or revoke the order.

- e. Failure to comply with order. If the owner of a building or property fails to comply with an order to take corrective action for which no appeal has been made or fails to comply with an order of the Monroe City Council following an appeal, the owner shall be guilty of a misdemeanor and shall be punished at the discretion of the court.
5. Variance Procedures.
- a. The Board of Adjustment as established by the City of Monroe, hereinafter referred to as the "appeal board", shall hear and decide requests for variances from the requirements of this ordinance.
 - b. Any person aggrieved by the decision of the appeal board may appeal such decision to the Court, as provided in Chapter ____ of the North Carolina General Statutes.
 - c. Variances may be issued for:
 - i. The repair or rehabilitation of historic structures upon the determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and that the variance is the minimum necessary to preserve the historic character and design of the structure;
 - ii. Functionally dependent facilities if determined to meet the definition as stated in B. Definitions of this ordinance, provided provisions of D. Administration, 5. Variance Procedures above have been satisfied, and such facilities are protected by methods that minimize flood damages during the base flood and create no additional threats to public safety; or
 - iii. Any other type of development, provided it meets the requirements of this Section.

- d. In passing upon variances, the appeal board shall consider all technical evaluations, all relevant factors, all standards specified in other Sections of this ordinance, and:
- i. The danger that materials may be swept onto other lands to the injury of others;
 - ii. The danger to life and property due to flooding or erosion damage;
 - iii. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
 - iv. The importance of the services provided by the proposed facility to the community;
 - v. The necessity to the facility of a waterfront location as defined under B. Definitions of this ordinance as a functionally dependent facility, where applicable;
 - vi. The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use;
 - vii. The compatibility of the proposed use with existing and anticipated development;
 - viii. The relationship of the proposed use to the comprehensive plan and floodplain management program for that area;
 - ix. The safety of access to the property in times of flood for ordinary and emergency vehicles;
 - x. The expected heights, velocity, duration, rate of rise, and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site; and
 - xi. 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, and streets and bridges.

- e. A written report addressing each of the above factors shall be submitted with the application for a variance.
- f. Upon consideration of the factors listed above and the purposes of this ordinance, the appeal board may attach such conditions to the granting of variances as it deems necessary to further the purposes and objectives of this ordinance.
- g. Any applicant to whom a variance is granted shall be given written notice specifying the difference between the Base Flood Elevation (BFE) and the elevation to which the structure is to be built and that such construction below the BFE increases risks to life and property, and that the issuance of a variance to construct a structure below the BFE will result in increased premium rates for flood insurance up to \$25 per \$100 of insurance coverage. Such notification shall be maintained with a record of all variance actions, including justification for their issuance.
- h. The Floodplain Administrator shall maintain the records of all appeal actions and report any variances to the Federal Emergency Management Agency and the State of North Carolina upon request.
- i. Conditions for Variances:
 - i. Variances shall not be issued when the variance will make the structure in violation of other federal, state, or local laws, regulations, or ordinances.
 - ii. Variances shall not be issued within any designated floodway or non-encroachment area if the variance would result in any increase in flood levels during the base flood discharge.
 - iii. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
 - iv. Variances shall only be issued prior to development permit approval.

- v. Variances shall only be issued upon:
 - a) A showing of good and sufficient cause;
 - b) A determination that failure to grant the variance would result in exceptional hardship; and
 - c) A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, or extraordinary public expense, create nuisance, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
 - j. A variance may be issued for solid waste disposal facilities or sites, hazardous waste management facilities, salvage yards, and chemical storage facilities that are located in Special Flood Hazard Areas provided that all of the following conditions are met.
 - i. The use serves a critical need in the community.
 - ii. No feasible location exists for the use outside the Special Flood Hazard Area.
 - iii. The reference level of any structure is elevated or floodproofed to at least the Regulatory Flood Protection Elevation.
 - iv. The use complies with all other applicable federal, state and local laws.
 - v. The City of Monroe has notified the Secretary of the North Carolina Department of Crime Control and Public Safety of its intention to grant a variance at least thirty (30) calendar days prior to granting the variance.
- E. Provisions for Flood Hazard Reduction.
1. General Standards. In all Special Flood Hazard Areas the following provisions are required:

- a. All new construction and substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse, and lateral movement of the structure.
- b. All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.
- c. All new construction and substantial improvements shall be constructed by methods and practices that minimize flood damages.
- d. All new electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding to the Regulatory Flood Protection Elevation. These include, but are not limited to, HVAC equipment, water softener units, bath/kitchen fixtures, ductwork, electric/gas meter panels/boxes, utility/cable boxes, hot water heaters, and electric outlets/switches.
 - i. Replacement part of a substantial improvement, electrical, heating, ventilation, plumbing, air conditioning equipment, and other service equipment shall also meet the above provisions.
 - ii. Replacements that are for maintenance and not part of a substantial improvement, may be installed at the original location provided the addition and/or improvements only comply with the standards for new construction consistent with the code and requirements for the original structure
- e. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system.
- f. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharges from the systems into floodwaters.

- g. On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding.
- h. Nothing in this ordinance shall prevent the repair, reconstruction, or replacement of a building or structure existing on the effective date of this ordinance and located totally or partially within the floodway, non-encroachment area, or stream setback, provided there is no additional encroachment below the Regulatory Flood Protection Elevation in the floodway, non-encroachment area, or stream setback, and provided that such repair, reconstruction, or replacement meets all of the other requirements of this ordinance.
- i. New solid waste disposal facilities and sites, hazardous waste management facilities, salvage yards, and chemical storage facilities shall not be permitted, except by variance as specified in D. Administration, 5. Variance Procedures, j. above. A structure or tank for chemical or fuel storage incidental to an allowed use or to the operation of a water treatment plant or wastewater treatment facility may be located in a Special Flood Hazard Area only if the structure or tank is either elevated or floodproofed to at least the Regulatory Flood Protection Elevation and certified in accordance with the provisions of D. Administration, 2. Requirements, c. Certification Requirements above.
- j. All subdivision proposals and other development proposals shall be consistent with the need to minimize flood damage.
- k. All subdivision proposals and other development proposals shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage.
- l. All subdivision proposals and other development proposals shall have adequate drainage provided to reduce exposure to flood hazards.
- m. All subdivision proposals and other development proposals shall have received all necessary permits from those governmental agencies for which approval is

- required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
- n. When a structure is partially located in a Special Flood Hazard Area, the entire structure shall meet the requirements for new construction and substantial improvements.
 - o. When a structure is located in multiple flood hazard zones or in a flood hazard risk zone with multiple Base Flood Elevations (BFEs), the provisions for the more restrictive flood hazard risk zone and the highest BFE shall apply.
 - p. Buildings and structures that are located in more than one flood hazard area shall comply with the provisions associated with the most restrictive flood hazard area.
2. Specific Standards. In all Special Flood Hazard Areas where Base Flood Elevation (BFE) data have been provided, as set forth per C. General Provisions, 2. Special Flood Hazard Areas above or D. Administration, 4. Corrective Procedures, the following provisions, in addition to the provisions of E. Provisions for Flood Hazard Reduction, 1. General Standards above, are required:
- a. Residential construction. New construction and substantial improvement of any residential structure (including manufactured homes) shall have the reference level, including basement, elevated no lower than the Regulatory Flood Protection Elevation, as defined in this Section.
 - b. Non-Residential Construction. New construction and substantial improvement of any commercial, industrial, or other non-residential structure shall have the reference level, including basement, elevated no lower than the Regulatory Flood Protection Elevation, as defined in this Section. Structures located in A, AE, AO, and A1-30 Zones may be floodproofed to the Regulatory Flood Protection Elevation in lieu of elevation provided that all areas of the structure, together with attendant utility and sanitary facilities, below the Regulatory Flood Protection Elevation are watertight with walls substantially

impermeable to the passage of water, using structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. For AO Zones, the floodproofing elevation shall be in accordance with E. Provisions for Flood Hazard Reduction, 6. Standards for Areas of Shallow Flooding (Zone AO) below. A registered professional engineer or architect shall certify that the floodproofing standards of this subsection are satisfied. Such certification shall be provided to the Floodplain Administrator as set forth in D. Administration, 2. Requirements, c. Certification Requirements above, along with the operational plan and the inspection and maintenance plan.

- c. Manufactured homes.
 - i. New and replacement manufactured homes shall be elevated so that the reference level of the manufactured home is no lower than the Regulatory Flood Protection Elevation, as defined in this Section.
 - ii. Manufactured homes shall be securely anchored to an adequately anchored foundation to resist flotation, collapse, and lateral movement, either by certified engineered foundation system, or in accordance with the most current edition of the State of North Carolina Regulations for Manufactured Homes adopted by the Commissioner of Insurance pursuant to G.S. 143-143.15. Additionally, when the elevation would be met by an elevation of the chassis thirty-six (36) inches or less above the grade at the site, the chassis shall be supported by reinforced piers or engineered foundation. When the elevation of the chassis is above thirty-six (36) inches in height, an engineering certification is required.
 - iii. All enclosures or skirting below the lowest floor shall meet the requirements of E. Provisions for Flood Hazard Reduction, 2. Specific Standards, d. Elevated Buildings.

- iv. An evacuation plan must be developed for evacuation of all residents of all new, substantially improved or substantially damaged manufactured home parks or subdivisions located within flood prone areas. This plan shall be filed with and approved by the Floodplain Administrator and the local Emergency Management Coordinator.
- d. Elevated Buildings. Fully enclosed area, of new construction and substantially improved structures, which is below the lowest floor:
 - i. Shall not be designed or used for human habitation, but shall only be used for parking of vehicles, building access, or limited storage of maintenance equipment used in connection with the premises. Access to the enclosed area shall be the minimum necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment (standard exterior door), or entry to the living area (stairway or elevator). The interior portion of such enclosed area shall not be finished or partitioned into separate rooms, except to enclose storage areas;
 - ii. Shall not be temperature-controlled or conditioned;
 - iii. Shall be constructed entirely of flood resistant materials at least to the Regulatory Flood Protection Elevation; and
 - iv. Shall include flood openings to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters. To meet this requirement, the openings must either be certified by a professional engineer or architect or meet or exceed the following minimum design criteria:
 - a) A minimum of two flood openings on different sides of each enclosed area subject to flooding;

- b) The total net area of all flood openings must be at least one (1) square inch for each square foot of enclosed area subject to flooding;
 - c) If a building has more than one enclosed area, each enclosed area must have flood openings to allow floodwaters to automatically enter and exit;
 - d) The bottom of all required flood openings shall be no higher than one (1) foot above the adjacent grade;
 - e) Flood openings may be equipped with screens, louvers, or other coverings or devices, provided they permit the automatic flow of floodwaters in both directions; and
 - f) Enclosures made of flexible skirting are not considered enclosures for regulatory purposes, and, therefore, do not require flood openings. Masonry or wood underpinning, regardless of structural status, is considered an enclosure and requires flood openings as outlined above.
- v. Release of restrictive covenant. If a property which is bound by a non-conversion agreement is modified to remove enclosed areas below BFE, then the owner may request release of restrictive covenant after staff inspection and submittal of confirming documentation.
- e. Additions/Improvements.
- i. Additions and/or improvements to pre-FIRM structures when the addition and/or improvements in combination with any interior modifications to the existing structure are:
 - a) Not a substantial improvement, the addition and/or improvements must be designed to minimize flood damages and must not be any more non-conforming than the existing structure.

- b) A substantial improvement, with modifications/rehabilitations/improvements to the existing structure or the common wall is structurally modified more than installing a doorway, both the existing structure and the addition must comply with the standards for new construction.
- ii. Additions to post-FIRM structures with no modifications to the existing structure other than a standard door in the common wall shall require only the addition to comply with the standards for new construction.
- iii. Additions and/or improvements to post-FIRM structures when the addition and/or improvements in combination with any interior modifications to the existing structure are:
 - a) Not a substantial improvement, the addition and/or improvements only must comply with the standards for new construction.
 - b) A substantial improvement, the existing structure and the addition and/or improvements must comply with the standards for new construction.
- iv. Any combination of repair, reconstruction, rehabilitation, addition or improvement of a building or structure taking place during a ten (10) year period, the cumulative cost of which equals or exceeds 50 percent of the market value of the structure before the improvement or repair is started must comply with the standards for new construction. For each building or structure, the ten (10) year period begins on the date of the first improvement or repair of that building or structure subsequent to the effective date of this ordinance. Substantial damage also means flood-related damage sustained by a structure on two separate occasions during a 10-year period for which the cost of repairs at the time of each such flood event, on the average, equals or

exceeds 25 percent of the market value of the structure before the damage occurred. If the structure has sustained substantial damage, any repairs are considered substantial improvement regardless of the actual repair work performed. The requirement does not, however, include either:

- a) Any project for improvement of a building required to correct existing health, sanitary or safety code violations identified by the building official and that are the minimum necessary to assume safe living conditions.
 - b) Any alteration of a historic structure provided that the alteration will not preclude the structure's continued designation as a historic structure.
- f. Recreational Vehicles.
- i. Temporary Placement. Recreational vehicles shall either be on site for fewer than 180 consecutive days and be fully licensed and ready for highway 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 has no permanently attached additions); or meet all the requirements for new construction.
 - ii. Permanent Placement. Recreational vehicles that do not meet the limitations of Temporary Placement shall meet all the requirements for new construction.
- g. Temporary Non-Residential Structures. Prior to the issuance of a floodplain development permit for a temporary structure, the applicant must submit to the Floodplain Administrator a plan for the removal of such structure(s) in the event of a hurricane, flash flood or other type of flood warning notification. The following information shall be submitted in writing to the Floodplain Administrator for review and written approval:

- i. A specified time period for which the temporary use will be permitted. Time specified may not exceed three (3) months, renewable up to one (1) year;
 - ii. The name, address, and phone number of the individual responsible for the removal of the temporary structure;
 - iii. The time frame prior to the event at which a structure will be removed (i.e., minimum of 72 hours before landfall of a hurricane or immediately upon flood warning notification);
 - iv. A copy of the contract or other suitable instrument with the entity responsible for physical removal of the structure; and
 - v. Designation, accompanied by documentation, of a location outside the Special Flood Hazard Area, to which the temporary structure will be moved.
- h. Accessory structures. When accessory structures (sheds, detached garages, etc.) are to be placed within a Special Flood Hazard Area, the following criteria shall be met:
 - i. Accessory structures shall not be used for human habitation (including working, sleeping, living, cooking or restroom areas);
 - ii. Accessory structures shall not be temperature-controlled;
 - iii. Accessory structures shall be designed to have low flood damage potential;
 - iv. Accessory structures shall be constructed and placed on the building site so as to offer the minimum resistance to the flow of floodwaters;
 - v. Accessory structures shall be firmly anchored in accordance with the provisions of E. Provisions for Flood Hazard Reduction, 1. General Standards, a. above;

- vi. All service facilities such as electrical shall be installed in accordance with the provisions of E. Provisions for Flood Hazard Reduction, 1. General Standards, d. above;
 - vii. Flood openings to facilitate automatic equalization of hydrostatic flood forces shall be provided below Regulatory Flood Protection Elevation in conformance with the provisions of E. Provisions for Flood Hazard Reduction, 2. Specific Standards, d. Elevated Buildings, iv. above;
 - viii. An accessory structure with a footprint less than 150 square feet that satisfies the criteria outlined above does not require an elevation or floodproofing certificate. Elevation or floodproofing certifications are required for all other accessory structures in accordance with D. Administration, 2. Requirements, c. Certification Requirements above;
 - ix. An accessory structure with a footprint less than one hundred fifty (150) square feet or that is a minimal investment of \$3,000 or less and satisfies the criteria outlined above is not required to meet the elevation or floodproofing standards of E. Provisions for Flood Hazard Reduction, 2. Specific Standards, b. Non-Residential Construction above. Elevation or floodproofing certifications are required for all other accessory structures per D. Administration, 2. Requirements, c. Certification Requirements above.
- i. Tanks. When gas and liquid storage tanks are to be placed within a Special Flood Hazard Area, the following criteria shall be met:
- i. Underground Tanks. Underground tanks in flood hazard areas shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty;

- ii. Above Ground Tanks, Elevated. Above-ground tanks in flood hazard areas shall be elevated to or above the Regulatory Flood Protection Elevation on a supporting structure that is designed to prevent flotation, collapse or lateral movement during conditions of the design flood. Tank-supporting structures shall meet the foundation requirements of the applicable flood hazard area;
 - iii. Above Ground Tanks, Not Elevated. Above-ground tanks that do not meet the elevation requirements of this ordinance shall be permitted in flood hazard areas provided the tanks are designed, constructed, installed, and anchored to resist all flood-related and other loads, including the effects of buoyancy, during conditions of the design flood and without release of contents in the floodwaters or infiltration by floodwaters into the tanks. Tanks shall be designed, constructed, installed, and anchored to resist the potential buoyant and other flood forces acting on an empty tank during design flood conditions.
 - iv. Tanks, Inlets and Vents. Tank inlets, fill openings, outlets and vents shall be at or above the Regulatory Flood Protection Elevation or fitted with covers designed to prevent the inflow of floodwater or outflow of the contents of the tanks during conditions of the design flood; and anchored to prevent lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the design flood.
- j. Other Development.
- i. In regulated floodways and NEAs that have the potential to block the passage of floodwaters, such as stockade fences and wire mesh fences, shall meet the limitations of E. Provisions for Flood Hazard Reduction, 6. Standards for Areas of Shallow Flooding (Zone AO) below.

- ii. Retaining walls, sidewalks and driveways in regulated floodways and NEAs. Retaining walls and sidewalks and driveways that involve the placement of fill in regulated floodways shall meet the limitations of E. Provisions for Flood Hazard Reduction, 6. Standards for Areas of Shallow Flooding (Zone AO) below.
 - iii. Roads and watercourse crossings in regulated floodways and NEAs. Roads and watercourse crossings, 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, that encroach into regulated floodways shall meet the limitations of E. Provisions for Flood Hazard Reduction, 6. Standards for Areas of Shallow Flooding (Zone AO) below.
 - iv. Commercial storage facilities are not considered “limited storage” as noted in this ordinance and shall be protected to the Regulatory Flood Protection Elevation as required for commercial structures.
3. Reserved.
4. Standards for Floodplains Without Established Base Flood Elevations. Within the Special Flood Hazard Areas designated as Approximate Zone A and established in C. General Provisions, 2. Special Flood Hazard Areas above, where no Base Flood Elevation (BFE) data have been provided by FEMA, the following provisions, in addition to the provisions of E. Provisions for Flood Hazard Reduction, 1. General Standards above, shall apply:
 - a. No encroachments, including fill, new construction, substantial improvements or new development shall be permitted within a distance of twenty (20) feet each side from top of bank or five times the width of the stream, whichever is greater, unless certification with supporting technical data by a licensed professional engineer is provided demonstrating that such encroachments

shall not result in any increase in flood levels during the occurrence of the base flood discharge.

- b. The BFE used in determining the Regulatory Flood Protection Elevation shall be determined based on the following criteria:
 - i. When Base Flood Elevation (BFE) data are available from other sources, all new construction and substantial improvements within such areas shall also comply with all applicable provisions of this ordinance and shall be elevated or floodproofed in accordance with standards in E. Provisions for Flood Hazard Reduction, 1. General Standards and 2. Specific Standards above.
 - ii. When floodway or non-encroachment data are available from a Federal, State, or other source, all new construction and substantial improvements within floodway and non-encroachment areas shall also comply with the requirements of E. Provisions for Flood Hazard Reduction, 2. Specific Standards above and 6. Standards for Areas of Shallow Flooding (Zone AO) below.
 - iii. All subdivision, manufactured home park and other development proposals shall provide Base Flood Elevation (BFE) data if development is greater than five (5) acres or has more than fifty (50) lots/manufactured home sites. Such BFE data shall be adopted by reference per C. General Provisions, 2. Special Flood Hazard Areas above and utilized in implementing this ordinance.
 - iv. When Base Flood Elevation (BFE) data are not available from a federal, state, or other source as outlined above, the reference level shall be elevated or floodproofed (non-residential) to or above the Regulatory Flood Protection Elevation, as defined in B. Definitions. All other applicable provisions of E. Provisions for Flood Hazard Reduction, 2. Specific Standards above shall also apply.

4. Standards for Riverine Floodplains with Base Flood Elevations but without Established Floodways or Non-Encroachment Areas. Along rivers and streams where Base Flood Elevation (BFE) data is provided by FEMA or is available from another source but neither floodway nor non-encroachment areas are identified for a Special Flood Hazard Area on the FIRM or in the FIS report, the following requirements shall apply to all development within such areas:
 - a. Standards of E. Provisions for Flood Hazard Reduction, 1. General Standards and 2. Specific Standards above; and
 - b. Until a regulatory floodway or non-encroachment area is designated, no encroachments, including fill, new construction, substantial improvements, or other development, shall be permitted unless certification with supporting technical data by a licensed professional engineer is provided demonstrating that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one (1) foot at any point within the community.
5. Floodways and Non-Encroachment Areas. Areas, designated as floodways or non-encroachment areas are located within the Special Flood Hazard Areas established per C. General Provisions, 2. Special Flood Hazard Areas above. The floodways and non-encroachment areas are extremely hazardous areas due to the velocity of floodwaters that have erosion potential and carry debris and potential projectiles. The following provisions, in addition to the standards outlined in E. Provisions for Flood Hazard Reduction, 1. General Standards and 2. Specific Standards above, shall apply to all development within such areas:
 - a. No encroachments, including fill, new construction, substantial improvements and other developments shall be permitted unless:
 - i. It is demonstrated that the proposed encroachment would not result in any increase in the flood levels during the occurrence of the base flood,

- based on hydrologic and hydraulic analyses performed in accordance with standard engineering practice and presented to the Floodplain Administrator prior to issuance of a floodplain development permit, or
- ii. A Conditional Letter of Map Revision (CLOMR) has been approved by the North Carolina Division of Emergency Management. A Letter of Map Revision (LOMR) must also be obtained upon completion of the proposed encroachment.
- b. If E. Provisions for Flood Hazard Reduction, 6. Standards for Areas of Shallow Flooding (Zone AO) below is satisfied, all development shall comply with all applicable flood hazard reduction provisions of this ordinance.
 - c. No manufactured homes shall be permitted, except replacement manufactured homes in an existing manufactured home park or subdivision, provided the following provisions are met:
 - i. The anchoring and the elevation standards of E. Provisions for Flood Hazard Reduction, 2. Specific Standards, c. Manufactured Homes below; and
 - ii. The no encroachment standard of E. Provisions for Flood Hazard Reduction, 6. Standards for Areas of Shallow Flooding (Zone AO), c. below.
6. Standards for Areas of Shallow Flooding (Zone AO). Located within the Special Flood Hazard Areas established in C. General Provisions, 2. Special Flood Hazard Areas above, are areas designated as shallow flooding areas. These areas have special flood hazards associated with base flood depths of one (1) to three (3) feet where a clearly defined channel does not exist and where the path of flooding is unpredictable and indeterminate. In addition to E. Provisions for Flood Hazard Reduction, 1. General Standards and 2. Specific Standards above, all new construction and substantial improvements shall meet the following requirements:

- a. The reference level shall be elevated at least as high as the depth number specified on the Flood Insurance Rate Map (FIRM), in feet, plus a freeboard of two (2) feet, above the highest adjacent grade; or at least two (2) feet above the highest adjacent grade if no depth number is specified.
 - b. Non-residential structures may, in lieu of elevation, be floodproofed to the same level as required in (a) above so that the structure, together with attendant utility and sanitary facilities, below that level shall be watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. Certification is required per D. Administration, 2. Requirements, c. Certification Requirements and E. Provisions for Flood Hazard Reduction, 2. Specific Standards, b. Non-Residential Construction above.
 - c. Adequate drainage paths shall be provided around structures on slopes, to guide floodwaters around and away from proposed structures.
7. Standards for Areas of Shallow Flooding (Zone AH). Within the Special Flood Hazard Areas established in C. General Provisions, 2. Special Flood Hazard Areas above are areas designated as shallow flooding areas. These areas are subject to inundation by 1-percent-annual-chance shallow flooding (usually areas of ponding) where average depths are one (1) to three (3) feet. Base Flood Elevations are derived from detailed hydraulic analyses are shown in this zone. In addition to 6.1.5 Boundaries of Floodplain and Floodway Districts, A. Boundaries, all new construction and substantial improvements shall meet the following requirements:
- a. Adequate drainage paths shall be provided around structures on slopes, to guide floodwaters around and away from proposed structures.
- F. Legal Status Provisions.
- 1. Effect On Rights and Liabilities under the Existing Flood Damage Prevention Ordinance. This ordinance in part comes forward by re-enactment of some of the

provisions of the Flood Damage Prevention Ordinance enacted December 16, 2003 as amended, and it is not the intention to repeal but rather to re-enact and continue to enforce without interruption of such existing provisions, so that all rights and liabilities that have accrued thereunder are reserved and may be enforced. The enactment of this ordinance shall not affect any action, suit or proceeding instituted or pending. All provisions of the Flood Damage Prevention Ordinance of the City of Monroe enacted on December 16, 2003, as amended, which are not reenacted herein are repealed.

2. Effect Upon Outstanding Floodplain Development Permits. Nothing herein contained shall require any change in the plans, construction, size, or designated use of any development or any part thereof for which a floodplain development permit has been granted by the Floodplain Administrator or his or her authorized agents before the time of passage of this ordinance; provided, however, that when construction is not begun under such outstanding permit within a period of six (6) months subsequent to the date of issuance of the outstanding permit, construction or use shall be in conformity with the provisions of this ordinance.
2. Effective Date. This ordinance shall become effective _____.

6.1.4 FLOODPLAIN SUBDIVISION PROVISIONS

- A. Notice. An applicant for a planned district authorizing a major subdivision and an applicant for minor subdivision final plat approval shall be informed by the planning department of the use and construction restrictions of any portion of the land to be subdivided if it lies within a floodway or floodplain.
- B. Plat. Final plat approval for any subdivision containing land that lies within a floodway or floodplain may not be given unless the plat shows the boundary of the floodway or floodplain and contains in clearly discernible print the following statement: "Use of land within a floodplain is substantially restricted by Chapter 152: Historic Properties in the Monroe Code of Ordinances.

6.1.5. BOUNDARIES OF FLOODPLAIN AND FLOODWAY DISTRICTS

- A. Boundaries. As used in this subsection, the terms floodplain and floodway refer in the first instance to certain areas whose boundaries are determined and can be located on the ground by reference to the specific fluvial characteristics set forth the definition of these terms. These terms also refer to overlay zoning districts whose boundaries are established on the map, which boundaries are intended to correspond to the actual physical location of floodways and floodplains. These overlay districts thus differ from other zoning districts whose boundaries are established solely according to planning or policy, rather than physical criteria. Therefore, the Floodplain Administrator is authorized to make necessary interpretations as to the exact location of the boundaries of the floodways or floodplains if there appears to be a conflict between a mapped boundary and actual field conditions. Such interpretations, like other decisions of the administrator, may be appealed to the Board of Adjustment in accordance with the applicable provisions of this UDO. The Flood Insurance Rate Map numbers of properties within the corporate limits and extra territorial jurisdiction of the City of Monroe are as follows: 37179CIND0C, 3710541500J, 3710541600J, 3710541700J, 3710542200J, 3710542400J, 3710542500J, 3710542600J, 3710542700J, 3710542800J, 3710543400J, 3710543500J, 3710543600J, 3710543700J, 3710544200J, 3710544400J, 3710544500J, 3710544600J, 3710545400J, 3710545500J, 3710545600J, 3710545700J, 3710546400J.

6.1.6. SETBACK REQUIREMENTS

- A. Setbacks. In any area that is located outside a designated floodplain but where a stream is located, no building or fill may be located within a distance of the stream bank equal to five times the width of the stream at the top of the bank or 35 feet on each side, whichever is greater.

6.1.7. BUFFER REQUIREMENTS

- A. Buffers.

1. A 35 foot undisturbed vegetated buffer is required along all perennial and intermittent stream channels.
2. The buffer shall begin at the most landward limit of the top of bank or the most landward limit of the normal ponded water level and extend landward on perpendicularly.
3. Diffuse flow of runoff shall be maintained in the riparian buffer to the extent practicable.
4. Existing and ongoing uses shall be exempt.
5. Allowable uses within the buffer include bridges, dam maintenance, new stormwater facilities designed to control sediment and attenuate flow before being discharged through the road crossings and temporary sediment and erosion control devices.

6.2. WATERSHED DISTRICTS

- A. Overlays. The following districts are hereby established as zoning overlay districts and shall be in place and are depicted on the City's official zoning map:
 1. WS-III-CA (Critical Area) Overlay District.
 2. WS-III-BW (Balance of Watershed) Overlay District.
 3. WS-IV-CA (Critical Area) Overlay District.
 4. WS-IV-PA (Protected Area) Overlay District.

6.3. NEIGHBORHOOD OVERLAY DISTRICTS

- A. Generally. The Neighborhood Overlay Districts are hereby established as "overlay" districts, meaning that these districts are overlaid upon other districts and the land so encumbered may be used in a manner permitted in the underlying district only if and to the extent such is also permitted in the applicable overlay district.
- B. Neighborhood Overlay Districts
 1. Winchester Overlay District.
 2. Concord Avenue Overlay District.

6.3.1. WINCHESTER OVERLAY DISTRICT.

- A. Generally. As established on the City's official zoning map, the Winchester Overlay District shall contain special requirements for development.
- B. Requirements.
 - 1. The construction or renovation as proposed and designed fulfills the intent of § 156.132 of the City of Monroe Code of Ordinances.
 - 2. The construction or renovation as proposed shall adhere to the strategies and objectives outlined in the Forward Monroe Plan.
 - 3. All principal developments shall schedule a pre-application review before applying for any site and development or construction permit with the planning department. The planning department shall meet with the applicant to ensure compatibility with the neighborhood is met.
 - 4. Single-Family detached only.
 - 5. Minimum setbacks (feet):
 - a. Street setback - 20
 - b. Side setback - 5
 - c. Rear setback - 10
 - 6. Maximum lot coverage is 70 percent.
 - 7. Maximum building height is 25 feet or no greater than 1.5 stories.
 - 8. Accessory uses-accessory uses shall be incidental to size and impact to the principal use they serve. In no instance shall an accessory structure have a floor area exceeding 50 percent of the principal use it serves. Accessory structures (except fences, walls or facilities associated with outdoor dining shall not be located between the front of the principal use and the front line.
 - 9. Mobile homes shall not be permitted.

6.3.2. CONCORD AVENUE OVERLAY DISTRICT (CA-O)

6.3.2.1. CA-O GENERAL PROVISIONS

- A. Generally. The purpose of the CA-O District is to implement the relevant goals and recommendations of the Concord Avenue Master Plan adopted by the City on November 3, 2015 (with an effective date of May 2, 2017). The intent of the Concord Avenue Master Plan and the CA-O district is to:
1. Improve safety and aesthetics in the Concord Avenue area identified in the Concord Avenue Master Plan;
 2. Promote private investment and beneficial redevelopment of the Concord Avenue area;
 3. Create a suitable environment for compact, pedestrian-oriented, mixed-use development where business, office, retail, and residential uses are located in close proximity one another;
 4. Provide greater residential housing choice, affordability, and diversity with varying housing designs and densities;
 5. Strengthen the City's economic base and provide employment and shopping opportunities close to home for City residents;
 6. Provide a clear and predictable set of standards and review procedures for development in the district.
- B. Applicability. Except where exempted in 6.3.2.1.C, Exemptions, or modified in accordance with 6.3.2.1.G, Modification of District Standards, the standards in this Section apply to all land and development located within the CA-O District boundary. Land included in the CA-O District shall retain its base zoning district designation in place upon the effective date of these standards, but the CA-O District standards shall supersede all applicable base zoning district standards. Development subject to this Section shall be reviewed for compliance with these standards as part of the review of a site plan, subdivision plat, or zoning permit, building permit, as appropriate.

Amendments to an approved application shall be processed in the same fashion as the original approval.

- C. Exemptions. The following forms of development are exempted from the standards in this Section:
1. Minor additions to lawfully-established buildings that existed on April 4, 2017. For the purposes of this Section, *MINOR ADDITIONS* are defined as increases in the amount of building floor area on a lot of up to 25 percent beyond what existed on April 4, 2017.
 2. Minor renovations or remodeling to lawfully established buildings that existed on April 4, 2017. For the purposes of this Section, *MINOR RENOVATIONS* or *REMODELING* are defined as interior or exterior improvements to a building that increase the total building value on a lot of up to 25 percent beyond what existed on April 4, 2017.
 3. Changes from one conforming principal use to another conforming principal use with no minor additions or minor renovations are exempted from the standards in 6.3.2.2: CA-O Dimensional Standards, but shall comply with the development standards in elsewhere in this Section, to the maximum extent practicable.
 4. Development additions or renovations that exceed the definition of “minor” shall comply with all applicable CA-O District standards.
- D. Conflicts. Conflicts between the standards in this Section and other laws or adopted plans in effect are addressed in the following ways:
1. In cases of conflict between the standards in this Section and the Concord Avenue Master Plan, the Concord Avenue Master Plan shall control;
 2. In cases of conflict between the standards in this Section and the standards of the applicable base zoning district, the standards in this Section shall control; and
 3. In cases where the standards of this Section conflict with standards in the City’s Code of Ordinances, the standards in this Section shall control.

- E. Area. The following portions of the Concord Avenue Master Plan are hereby adopted and incorporated by reference into the CA-O District standards:
1. The study area boundary which identifies the CA-O District boundary;
 2. The land use program, which identifies the general range of allowable uses (but not the required locations of uses) in the CA-O District; and
 3. The Comprehensive Master Plan which identifies the street patterns and general guidance for site configuration in the CA-O District.
- F. Modifications to CA-O District Boundary. Applications to expand, modify, remove, or revise the CA-O District boundary may only be filed by the City's Planning Board or City Council.
1. Applications to modify a sub-district boundary in the CA-O District may be submitted by anyone authorized to file an application to amend the Official Zoning Map and shall be reviewed and decided in accordance with Section 3.4.6. of this UDO, and the adopted Concord Avenue Master Plan. Lots intended for designation to a new sub-district shall comply with the applicable minimum dimensional requirements in 6.3.2.2: CA-O Dimensional Standards, in the CA-O District.
 2. In no instance shall an amendment to establish a conditional zoning district or planned unit development within the area subject to the CA-O standards include conditions that seek to waive or reduce the requirements of the CA-O District.
 3. In the event a roadway or other feature that serves as a boundary of the CA-O district is moved or otherwise relocated, the CA-O district boundary and corresponding sub-district boundaries shall likewise be moved or relocated.
- G. Modifications to CA-O District Standards
- Minor modifications or deviations of up to 10 percent of any numerical requirement applicable in the CA-O District may be approved by the Director if the Director determines that:

1. The modification is consistent with the character of development on surrounding land, and results in development that is compatible with surrounding land uses;
2. The modification compensates for some unusual aspect of the site or the proposed development that is not shared by landowners in general or supports an objective or goal from the purpose and intent statements of the zoning district where it is located;
3. The modification will not pose a danger to the public health or safety;
4. Any adverse impacts resulting from the modification will be fully mitigated; and
5. The district standard being modified is not the subject of a previously approved zoning condition or variance on the same site.
6. A modification shall be reviewed and decided prior to the other applications with which it is submitted. For example, if a modification request is submitted in conjunction with a site plan application, the modification shall be reviewed and decided prior to the approval of the site plan application.

H. Permissible Use Table

1. Permissible Uses. The permissible uses in the CA-O District are provided in Table 6.3.2.1. Permissible Uses Table, which sets out the range of use types allowed in the CA-O District regardless of the base zoning district designation. Uses with a “p” are allowed in a sub-district with the approval of a zoning permit. Principal uses that are not listed in the table shall require approval of a special use permit in accordance with Section 7 of the UDO.
2. Prohibited Uses. If the table does not include a “P” in the cell, the use is not permitted.

Table 6.3.2.1. Permissible Uses Table

<i>PERMISSIBLE USES IN THE CA-O DISTRICT</i>
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<i>Use Type</i>	<i>Sub-District A</i>	<i>Sub-District B</i>	<i>Sub-District C</i>	<i>Sub-District D</i>
PRINCIPAL USES				
Residential				
Assisted Living Facility	-	P	P	-
Dwelling, Duplex/Triplex/ Quadplex	P	P	-	-
Family Care Facility	P	-	-	-
State Licensed Group Home	P	-	-	-
Live-Work	P	P	P	P
Dwelling, Manufactured Home	-	-	-	-
Dwelling, Multifamily	-	P	-	P
Dwelling, Townhouse/Attached Single Family	P	P	-	P
Dwelling, Single Family Detached	P	-	-	-

Institutional				
Religious Institutions	P	P	P	P
Healthcare and counseling	-	P	P	P
Libraries, museums, and similar uses	P	P	P	P
Public safety facility	P	P	P	-
Schools	P	-	-	-
Social, event, fraternal and assembly uses (Event Center)	-	-	-	-
Telecommunications facility, major	-	-	-	-
Telecommunications facility, minor	P	P	P	P
Utility facility	P	P	P	P
Commercial				
Adult use	-	-	-	-
Animal care	-	P	-	-

Auction house	-	-	-	-
Bank or financial institution, excluding payday lending and check cashing	-	P	P	P
Bar or nightclub	-	-	-	P
Bed and breakfast	P	P	P	P
Day Care	P	P	P	P
Electronic gaming establishment	-	-	-	-
Flea market	-	-	-	-
Hotel or motel	-	-	P	P
Gasoline sales	-	-	P	-
General retail sales of 3,000 square feet or less	-	P	P	P
General retail sales of 3,001 to 25,000 square feet	-	P	P	P
General retail sales of 25,001 to 100,001 square feet	-	-	P	-

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Motor vehicle sales or rental	-	-	-	-
Motor vehicle service or repair	-	-	-	-
Office of less than 10,000 square feet	-	P	P	P
Office of 10,000 square feet or more	-	P	P	P
Parking lot or parking structure	-	P	P	P
Pawnshop	-	-	-	-
Personal services use of less than 4,000 square feet	-	P	P	P
Personal services use of 4,000 or more square feet	-	P	P	P
Recreation, indoor	-	P	P	P
Recreation, outdoor	-	P	-	-
Restaurant with a drive-through	-	-	-	-
Restaurant without a drive-through	-	P	P	P

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Tattoo parlor or body piercing establishment	-	-	-	-
Industrial				
Heavy industrial uses	-	-	-	-
Light industrial uses	-	-	-	-
Outdoor or open-air use	-	-	-	-
Self-storage	-	-	-	-
Waste-related uses	-	-	-	-
Wholesale sales	-	-	-	-
ACCESSORY USES				
Accessory dwelling unit	P	P	-	-
Day care, in-home	-	-	-	-
Drive-through, except at a restaurant	-	P	P	P
Home occupation	P	-	-	P
Outdoor dining	-	P	P	P
Outdoor display or sales	-	P	P	P
Outdoor storage	-	-	-	-

Upper-story residential unit	-	-	P	P
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6.3.2.2. CA-O DIMENSIONAL STANDARDS

- A. Principal Uses. Table 6.3.2.2: CA-O Dimensional Standards, establishes the dimensional standards applicable in each sub-district of the CA-O regardless of the base zoning district designation.
- B. Accessory Uses. Accessory uses shall be incidental in size and impact to the principal use they serve. In no instance shall an accessory structure have a floor area exceeding 50 percent of the principal structure it serves, nor shall it have a height exceeding the principal use it serves. Accessory structures (except fences, walls, or facilities associated with outdoor dining) shall not be located between the front of the principal use and the front lot line.

Table 6.3.2.2. Dimensional Standards

Requirement	Sub-District A	Sub-District B	Sub-District C	Sub-District D
Minimum lot area (square feet)	10,000 [1]	n/a	20,000	n/a
Minimum lot width (linear feet) [2]	36 [3]	24	36	24

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Maximum lot coverage (%) [4]	70	75	80	100
Minimum lot frontage occupied by building wall (%) [5]	n/a	60	n/a	80
Minimum street setback (feet)	20	3	20	n/a
Maximum street setback (feet)	n/a	20 [6]	n/a	8 [7]
Minimum side setback (feet) [8]	Minimum of 5 each side; 15 total		15	0
Minimum rear setback (feet) [9]	20	10	20	0; 10 from residential
Minimum building setback from perimeter lot lines of multi-building developments (linear feet)	20			5

Minimum building height (feet/stories)	n/a			16/2
Maximum building height (feet/stories) [10]	35/3		72/6 [11]	48/4
Minimum spacing between buildings on same lot (linear feet)	10	8	5	0
Minimum open space (% of lot or site)	15	20	25	10
Minimum residential density (units/acre)	n/a		n/a	4
Maximum residential density (units/acre)	6	8	12	16

NOTES:

[1] Minimum development size for single family attached residential; no lot area requirement for individual lots used for single family attached residential units.

[2] Minimum lot width is measured at the edge of the right-of-way except on cul-de-sac lots, where it is measured at the rear edge of the front setback line.

[3] Minimum lot width for single family attached residential is 20 feet.

[4] Maximum lot coverage for single family attached residential is 95%.

[5] Measured at front setback unless public gathering area is provided in front of building.

[6] Can be increased to accommodate 1 bay of parking and vehicular access in cases where building is two or more stories in height.

[7] Can be increased to 20 feet if area between building and street is used for sidewalk.

[8] Side setbacks between individual single family attached residential units is zero. Individual buildings housing single family attached residential units shall be at least 15 feet apart.

[9] Rear setbacks for individual single family attached residential units shall be 5 feet. Individual buildings housing single family attached residential units shall be at least 15 feet apart.

[10] In no instance shall single family attached residential units exceed three stories or 35 feet, regardless of the sub-district where located.

[11] Maximum building height shall be reduced by one foot for each additional foot of distance beyond 100 feet from the Highway 74 right-of-way edge. In no instance shall maximum building height be reduced below 15 feet regardless of distance from the Highway 74 right-of-way edge.

6.3.2.3. CA-O PARKING REQUIREMENTS

A. Off-street Parking Requirements.

1. *Amount.* All new development and redevelopment in the CA-O District shall ensure adequate off-street parking is provided in accordance with the standards in Table 6.3.2.3, Minimum Parking Requirements below.
2. *Uses not listed.* For uses that do not correspond to those listed in the Permissible Uses Table for the CA-O (Table 6.3.2.1), the Director shall determine the minimum off-street parking requirements based on all information necessary to determine the uses' parking needs to be provided by the applicant.

Table 6.3.2.3. Minimum Parking Requirements

Use Type	Min. Number of Off-Street Parking Spaces (#)	Use Type	Min. Number of Off-Street Parking Spaces (#)
Residential		Institutional	
Assisted living facility	0.3/room	Churches and other religious institutions	1/50 sf of seating area
Duplex residence	2/unit	Healthcare and counseling	1/200 sf
Family care home (6 persons or less)	1/bedroom	Libraries, museums, and similar uses	1/500 sf

Group home	1/employee	Public safety facility	1/employee on peak shift
Live/work dwelling	2/unit	Schools	1.5/classroom
Multifamily residence	1.5/unit	Telecommunications facility, minor	None
Single family attached residence	2	Utility facility	0.5/employee on peak shift
Single family detached residence	2		
Commercial		Accessory Uses	
Animal care	1/400 sf	Accessory dwelling unit	1
Bank or financial institution, excluding payday leading and check cashing	1/300 sf	Day care, in-home	1 + principal use
Bar or nightclub	1/100 sf	Drive-through, except at a restaurant	None
Bed and breakfast	1/bedroom	Home occupation	2 + principal use

Hotel or motel	1/guest room	Outdoor dining	1/200 sf of outdoor area
Gasoline sales	1/400 sf	Outdoor display or sales	1/500 sf of outdoor area
General retail sales of 3,000 square feet or less	1/500 sf		
General retail sales of 3,001 to 25,000 square feet	1/600 sf		
General retail sales of 25,001 to 100,001 square feet	1/800 sf		
Office of less than 10,000 square feet	1/800 sf		
Office of 10,000 square feet or more	1/500 sf		

Parking lot or parking structure	None		
Personal services use of less than 4,000 square feet	1/500 sf		
Personal services use of 4,000 or more square feet	1/600 sf		
Recreation, indoor	1/400 sf		
Recreation, outdoor	1/1,000 sf of outdoor area		
Restaurant without a drive- through	1/200 sf		

3. Credit for On-Street Parking Spaces. Non-residential and mixed-use development may use on-street spaces to meet the minimum off-street parking requirements provided the on-street spaces are within 50 linear feet of the entrance and the on-street spaces are not reserved for loading or handicapped parking.
4. Parking Configuration. Off-street parking areas shall be configured in accordance with Section 6.4, Vehicle Accommodation Area Surfaces of this UDO.

5. Shared Parking. Sharing of required off-street parking spaces is permitted in accordance with the UDO, provided all parties seeking to share parking spaces have executed and recorded a shared parking agreement that specifies the rights and responsibilities of all parties involved.
6. Off-Site Parking. Off-site parking may be permitted with 1,000 linear feet of the use to be served, provided there is improved pedestrian access between the parking area and the use to be served, and provided the off-site parking area is located on a lot in sub-districts B, C, or D.
7. Bicycle Parking. Mixed-use, multifamily, and non-residential uses shall provide on-site bicycle parking facilities at a rate of one bicycle parking space for every 30 dwelling units or 5,000 square feet of non-residential floor area.
8. Parking Location. Except for single family detached dwellings, which are not subject to parking location requirements, buildings of two or more stories may have up to one bay of parking spaces and the associated access aisle between the building front and the street it faces. Off-street parking spaces shall not be located between a single-story building facade and the street it faces.
9. Cross Access. Off-street parking lots of 24 or more parking spaces shall be configured, to the maximum extent practicable, to connect to adjacent off-street parking lots in a manner that allows vehicles to move from one lot to an adjacent lot without use of a public street. Cross accessways shall maintain a minimum width of 12 feet for one-way drives and 24 feet for two-way drives.

6.3.2.4. CA-O LANDSCAPING REQUIREMENTS

- A. Required Types. Except for single family detached and duplex dwellings, all new development and redevelopment in the CA-O District shall provide parking lot screening, perimeter buffers, and street trees in accordance with these standards.
- B. Parking Lot Screening. Where surface off-street parking lots abut public streets, the parking lot shall be screened by a row of evergreen shrubs, a fence or wall of 36 inches in height, or a

combination of these features. The area devoted to screening shall be at least five feet in width, and shall be located to minimize the appearance of parked automobiles from the adjacent street right-of-way.

- C. Perimeter Buffers. Perimeter buffers of at least 15 feet in width comprised of two canopy trees, three understory trees, and 20 evergreen shrubs shall be provided by mixed-use, multifamily, single family attached, and non-residential development every 100 feet along lot lines shared with a lot containing a single family detached dwelling.
- D. Street Trees. Street trees shall be provided every 40 feet on-center along both sides of all streets (except alleys) and shall be located between the sidewalk and the street edge. In cases where no sidewalk is present, street trees shall be located within five feet of the edge of pavement. In cases where the sidewalk extends to the curb, street trees shall be placed in tree pits of at least 25 square feet each. Street trees shall be deciduous canopy trees, except when underneath overhead utilities, when deciduous understory trees at the same on-center spacing shall be used.
- E. Landscaping Configuration. Required landscaping (including fences and walls) shall be configured in accordance with Section 6.2, Design and Maintenance Standards and Sizes of this UDO.

6.3.2.5. CA-O OPEN SPACE

- A. Where Required. Except for single family detached and duplex dwellings, all new development in the CA-O (including residential subdivisions of four or more lots) shall provide private common open space in accordance with these standards.
- B. Amount. New non-residential and mixed-use development shall provide private common open space at a rate comparable to at least 10 percent of the gross floor area of the development. New residential subdivisions of four or more lots shall provide centrally-located private common open space at a rate of 435 square feet per dwelling unit.

C. Configuration. Private common open space is land area that is devoted to recreation or gathering. It shall include land area or facilities capable of supporting recreation, public gathering, outdoor dining, and similar activities. Trails, plazas, and sidewalk areas that exceed minimum sidewalk width requirements shall be credited towards open space requirements. In the case of residential subdivisions, the private common open space shall be owned and managed by a homeowner’s association and shall be improved with walking paths or recreation amenities.

6.3.2.6. CA-O EXTERIOR LIGHTING

- A. Lighting Plan. New development shall provide a lighting plan that identifies the type, location, height, and intensity (in watts, lumens, nits, or other comparable standard) of proposed exterior lighting in order to demonstrate how proposed development will comply with these standards.
- B. Maximum Illumination. Exterior lighting shall be designed and located such that the maximum illumination at the lot line from new development shall not exceed the maximum illumination value, shown in Table 6.3.2.6.1.

Table 6.3.2.6.1, Maximum Illumination

Abutting Use Type	Max. Illumination (Footcandle)
Single family residential use, or vacant land in sub-district A	1.0
Institutional use	1.5
Commercial, mixed-use, or vacant land in sub-districts B, C, D	2.0

Parking lot	2.5
NOTES: Measured at ground level.	

- C. Parking Lot Illumination. Surface parking lots and parking structures shall be configured to provide a minimum illumination level of at least 0.5 foot candles throughout the parking and access areas.
- D. Shielding. Exterior lighting fixtures shall be configured such that the bulb or source of illumination is not visible from grade level of adjacent lots or street rights-of-way.
- E. Maximum Fixture Height. Except for outdoor recreation uses (like tennis courts) the maximum height of exterior lighting, whether mounted on polls, walls, or by other means, shall not exceed 24 feet above grade.
- F. Private Streets. Private streets shall be treated as public streets with respect to all street lighting provisions.
- G. Screening. Dumpsters, refuse collection and recycling facilities, service and loading areas, and ground-based mechanical equipment shall be located and screened in accordance with Sections 6.2 and 6.5 of this UDO.

6.3.2.7. CA-O SIGNAGE

- A. Sign Permit Required. All signage shall obtain a sign permit in accordance with the Section 8.2: Signs of this UDO.
- B. Prohibited Signs. Any form of signage identified as prohibited within Section 8.2: Signs of the UDO, shall be prohibited in the CA-O District.
- C. Standards. Signage in the CA-O District shall be configured in accordance with Table 6.3.2.7, Signage Standards in the CA-O District. Each lot may include one or more sign types from each of the four categories.

Table 6.3.2.7. Signing Standards in CA-O District

Standard	Sub-District A	Sub-District B	Sub-District C	Sub-District D	Notes
Building Mounted Signage					
Maximum sign face area per lot (square feet)	6/facade facing a street	64/facade facing a street	120/facade facing a street	32/facade facing a street	No single sign may occupy more than 50% of the maximum sign face area allowed for an individual building. If there are three or more units in a building or development, a maximum 120 square feet of building mounted signage may be permitted.
Maximum height above grade (feet)	5	24	Below eave or parapet		Any portion of a sign projecting more than 6 inches from building wall must be at least 10 feet above grade

Total number of building mounted signs per lot (#)	1	1 per tenant plus 1			Nothing prohibits more than one sign per tenant as long as the maximum number and face area are not exceeded
Internal illumination allowed	No	Yes	Yes	No (external illumination permitted)	Illumination shall not exceed 7,500 nits during daylight and 500 nits from dusk to dawn
Changeable copy allowed	No	No	Yes	Yes	Message must remain static for at least 5 seconds with an interval of 2 seconds or less

Window Signage					
Maximum sign face area per lot	n/a	25% of individual window	25% of facade area of first two floors		Prohibited on single-family and multi-family buildings
Maximum height above grade (feet)	n/a	24	24	30	

Ground Mounted Signage					
Maximum sign face area per lot (square feet)	6	0.5/each linear foot of lot frontage containing the sign		32	No single sign may occupy more than 50% of the maximum sign face area allowed for an individual building
Maximum height above grade (feet)	4	8	10	6	Signs on lots abutting Highway 74 may have a maximum height of 20 feet
Total number of ground-mounted signs per lot (#)	1	1 per entrance; 1 per frontage; max. of 2			Prohibited on lots with single family and multifamily dwellings
Minimum setback from lot lines (feet)	5	5	5; 15 from Highway 74 ROW	3	Setbacks may be increased to maintain clear sight lines along streets

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Minimum spacing from other ground mounted signage (feet)	50	60	100	75	Applies to ground signs on the same or different lots
Internal illumination allowed	No	Yes	Yes	Yes	Illumination shall not exceed 7,500 nits during daylight and 500 nits from dusk to dawn
Changeable copy allowed	Yes	Yes	Yes	Yes	Message must remain static for at least 5 seconds with an interval of 2 seconds or less
Monument base standards	The monument base shall be at least 80% of the entire width or length of the sign, at least 16 inches above constructed of brick, stone or stucco.				

Temporary Signage

Temporary signage shall be in accordance with Section 8.2 of the UDO.

NOTES:

[1] Election signs must be removed no more than 7 days after the election. For sale/rent signs must be removed immediately upon sale or rental. Garage/yard sale signs must be removed within 24 hours of the termination of the sale. Grand Opening signs may be displayed up to 10 days before the opening and must be removed within 30 days after the opening. Special event signs may remain in place for up to 15 days.

- D. Flags. Flags and flag poles shall be permitted subject to Section 8.2.7, Exempt Signs.
- E. Nonconforming Signs. Existing signs that do not conform to the standards in this Section shall be subject to Section 8.2.3, Nonconforming Signs.

6.3.2.8. ARCHITECTURAL STANDARDS

- A. Non-residential and Mixed-Use Development. Non-residential and mixed-use development shall comply with Section 8.7: Design Standards of this UDO.
- B. Multifamily Development.
 - 1. *Building Orientation.* Buildings around the perimeter of a development shall be oriented to the street they front, not towards internal features like parking areas.
 - 2. *Building Placement.* Buildings in a multifamily development shall be located at least ten feet from other buildings and parking areas in the development.
 - 3. *Building length.* Unless located parallel to and within 20 feet of a street right-of-way, the maximum building length shall not exceed 100 linear feet.
 - 4. *Facade Articulation.* Street-facing building facades shall include wall offsets (recesses or projections) of at least two feet located every 30 feet along the facade wall.
 - 5. *Visual Interest.* Each building facade facing a street shall include at least three of the following nine features:
 - a. A central covered porch;
 - b. Dormer windows or a cupola(s);
 - c. Pillars, posts, or pilasters;
 - d. Bay windows along the facade with a 12-inch projection;
 - e. Window trim with a minimum width of four inches;
 - f. Raised, corniced parapets over the doors;
 - g. Eaves of four feet in depth;

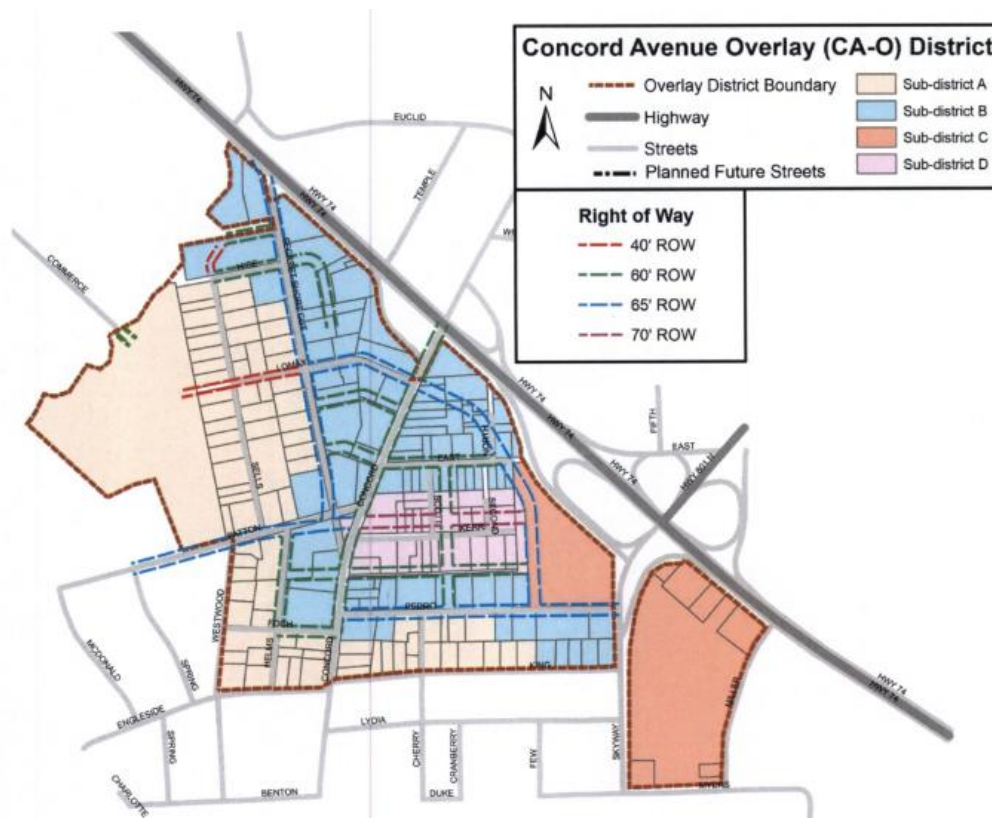
- h. Integral planters that incorporating plantings or seating; or
 - i. Up to one unlisted feature approved by the Director.
6. *Roof Form.* Development shall include a pitched roof of at least 4:12 or a flat roof with a corniced parapet.
 7. *Roof-Mounted Equipment.* All roof-mounted vents, pipes, antennas, roof penetrations, of mechanical equipment shall be fully screened by a parapet wall, located to the rear elevation, or otherwise camouflaged to minimize the visual impact from the street, to the maximum extent practicable.
 8. *Garage Placement.* Garage doors or entrances, whether for multiple or individual units, shall be located to the rear of the structure they serve.
 9. *Pedestrian Connection.* All buildings and recreational facilities within a multifamily development shall be connected via a paved, all-weather pedestrian access of at least 4 feet in width.

6.3.2.9. INFRASTRUCTURE

- A. Streets. All streets in the development shall be configured in accordance with Figure 6.3.2.9, CA-O District Rights-of-Way, and the following:
 1. *Dedication required.* New development or redevelopment in the CA-O District (including site plans and subdivisions) shall dedicate the right-of-way as identified in CA-O Districts Rights-of-Way, and all applicable City policy documents. Exact street locations may deviate from those shown as determined by the City Engineering Department.
 2. *Construction.* New development in the CA-O District shall construct the street improvements identified in the Concord Avenue Master Plan and CA-O District Rights-of-Way, Figure 6.3.2.9, that border or transect lots included in the development.
 3. *Curb and gutter.* All streets in the CA-O District shall be served by curb and gutter configured in accordance with city standards.
 4. *Access.* In cases where two or more lots are consolidated as part of development or redevelopment, exiting street access shall be

- consolidated to the maximum extent practicable. In no instance shall an individual parcel be served by more than three accessways.
5. *Speed control devices.* Speed bumps, speed humps, speed tables, and similar devices are prohibited on public streets in the CA-O District.
 6. *Sidewalks.* Sidewalks shall be provided on both sides of all streets (except alleys) and shall be configured in accordance with City standards. Lots fronting Kerr Street shall provide sidewalks with a minimum width of ten feet that are configured to include a four-foot-wide clear zone adjacent to building walls to facilitate pedestrian movement along the street.
 7. *Bike lanes.* Shared bicycle lanes shall be provided as part of any required roadway improvements along Concord Avenue and Skyway Drive.
 8. *Utilities.* All new utilities shall be placed underground.

Figure 6.3.2.9. CA-O District Rights-of-Way



6.3.2.10. PAYMENTS IN-LIEU

- A. In-lieu payments for construction of streets, sidewalks, bike lanes, or the provision of open space may be requested by an applicant as part of the initial development application, and shall be decided by the City Council following a recommendation by the Director and approval by the City Engineering Department.
- B. Payment of in-lieu fees shall be based on an estimated cost of completing the installation, based on current contract unit prices, as approved by the Director.
- C. Fees collected by the City in accordance with this Section shall be deposited in the appropriate fund and used solely for the construction of the appropriate feature(s) either on or abutting the site associated with the in-lieu payment. In the case of open space resources, open space facilities may be located anywhere within the CA-O District boundary.
- D. In-lieu payments for features other than streets, sidewalks, bike lanes, or open space within the CA-O District are prohibited.

6.3.2.11. NONCONFORMITIES.

- A. Generally. In all cases, the burden of establishing that a nonconformity lawfully exists shall be the responsibility of the landowner.
- B. Continuation. Nonconformities are allowed to continue in accordance with this Section, and are allowed to receive minor repairs and routine maintenance necessary to protect the health and safety of the public. No change in title or possession of a nonconformity shall prevent the continuation of the nonconformity.
- C. Abandonment. If a nonconforming use or structure ceases operation for a continuous period of 90 days, and subsequent use or structure shall conform to the CA-O District requirements.
- D. Casualty Damage. Except for single family detached dwellings, and nonconforming use or structure that is damaged in excess of 35 percent of the use or structure's value (according to tax appraiser records) shall only be reestablished in accordance with the applicable CA-O District requirements. Single family detached dwellings

may be reconstructed regardless of the extent of the damage, but shall be repaired or reconstructed in accordance with the CA-O District standards to the maximum extent practicable, as determined by the Director.

- E. Expansion. Expansion or enlargement of a nonconforming use or structure is prohibited.
- F. Nonconforming Lots. When two or more nonconforming lots are under common ownership and consolidation will aid in compliance with the dimensional requirements this Section, then the lots shall be combined prior to approval of any development application.
- G. Nonconforming Signs. Maintenance or change of copy on a nonconforming sign is allowed, provided the replacement copy is the same or less nonconforming, but removal or replacement of nonconforming signage with new signage that does not meet the standards in the CA-O District is prohibited. Signs advertising a use or structure that has ceased operation for 90 continuous days or longer shall be considered nonconforming signs.

6.4. HISTORIC DISTRICTS

- A. Purpose and Intent. In compliance with N.C.G.S. § 160D, Article 9, Part 4, the purpose of Monroe's historic district(s) is to maintain the historic integrity of certain areas within the City of Monroe ("City") and to:
 1. Promote the sound and orderly restoration, preservation, rehabilitation, and conservation of historic properties and areas;
 2. Increase and stabilize property values of property within the City and strengthen the overall economy;
 3. Protect, safeguard and conserve the heritage of the City;
 4. Promote and preserve any individual property or area that embodies important elements of the City's social, economic, political or architectural history for the education, pleasure and enrichment of citizens;
 5. Ensure compliance with the standards defined in the *South Monroe Historic District Design* document; and
 6. Contribute to the enrichment of the culture and welfare of the City.

- B. Applicability. Before the designation of any historic district, compliance with all provisions of Chapter 152, Historic Properties of the City's Code of Ordinances, and this Section shall occur.
1. Local Report. A local report, prepared by the *Historic District Commission* (HDC) (refer to Section 3.3.5: Historic District Commission) shall be prepared detailing the following items:
 - a. The proposed boundaries of a proposed or amended historic district.
 - b. The significance of the buildings, structures, features, sites or surroundings included in any proposed or amended district.
 - c. Consistent with N.C.G.S. § 160D-944, any historic district proposed shall only consist of areas deemed of special significance in terms of their history, architecture, or culture and to possess integrity of design, setting, materials, feeling, and association.
 2. Local Report Recommendations. The HDC shall forward its local report and recommendations to the North Carolina Department of Cultural Resources (NCDRCR) for review and comment. The NCDRCR, acting through the State Historic Preservation Officer or designee, shall complete an analysis of, and recommendation concerning the proposed historic district, and shall submit its recommendation to the City Council. Failure of the NCDRCR to submit its recommendations to the City Council within 30 calendar days after receipt of a written request for such from the City shall relieve the City Council of any responsibility to await the recommendation.
 3. Planning Board. Prior to action by the City Council, the Planning Board shall review the recommendations of the HDC and the NCDRCR and forward its comments and recommendation to the City Council.
 4. City Council. After receiving the comments and recommendations of the HDC, NCDRCR, and Planning Board, the City Council shall provide a decision as to the initiation of an application for a zoning map amendment, consistent with Section 3.4.6: Zoning Map Amendment, to classify land as a local historic district.

- C. Historic Districts. The historic districts existing in the City are enumerated and defined below:
1. South Monroe Historic District. The South Monroe Historic District extends west, south, and southeast of downtown and its area is defined in the *South Monroe Historic District Design* document, and on the City's Official Zoning Map.
- D. Certificate of Appropriateness (COA). A Certificate of Appropriateness (COA) shall be required when applicable in accordance with Section 3.4.12: Certificate of Appropriateness, whether a building permit is required or not. All requests for a COA shall be in compliance with N.C.G.S. § 160D -947. No exterior portion of any building or structure (including walls, fences, light fixtures, steps, pavement or other appurtenant features) may be erected, altered, restored, moved or demolished without approval of a COA by the HDC.
1. Minor Work. When inside a historic district, the HDC shall have the authority to delegate to the Planning Director (or designee) review authority of certain types of Minor Works. Minor work is defined as those exterior changes that do not involve substantial alterations, additions or removals that could impair the integrity of the property (or the district as a whole). The minor works shall be limited to those listed in the Monroe Historic District's design standards. The Planning Director shall review minor works in accordance with Section 3.4.13: Certificate of Appropriateness (Minor Works).
 2. Quasi-judicial Decisions. Other than these administrative decisions on minor works, decisions on COAs are quasi-judicial and shall follow the procedures of N.C.G.S. § 160D -406.
- E. Design Standards.
1. Standards. In accordance with N.C.G.S. § 160D-947, the HDC shall adopt detailed architectural and design standards for all designated historic districts and designated properties. These standards shall take into account the historic and architectural significance and historic elements of properties and of structures unique to the district, and shall guide the commission in determining congruity with the special character of the historic district for new construction,

alterations, additions, moving, and demolition. In reviewing a COA, the exterior form and appearance of any proposed addition or modification to the historic property or structure within the district shall be in accordance with the adopted standards. The standards are defined in *South Monroe Historic District Design* document.

2. Contents. The *South Monroe Historic District Design* standards give consideration to various development standards, including standards on:
 - a. Site features and plants;
 - b. Public rights of way;
 - c. Fences and walls;
 - d. Walkways, driveways and off-street parking;
 - e. Exterior lighting;
 - f. Signage;
 - g. Garages and Accessory structures;
 - h. Cemeteries
 - i. Building exteriors and materials;
 - j. Exterior Walls;
 - k. Windows and doors;
 - l. Roofs;
 - m. Porches, entrances, patios, decks and balconies;
 - n. Sustainability, utilities and energy retrofit;
 - o. Accessibility, health and safety considerations;
 - p. Additions and new construction; and
 - q. Relocation and demolition

- F. Zoning and Uses. Historic districts may contain several zoning classifications and uses. Uses of land within a historic district shall be subject to the underlying zoning district requirements in accordance with Section 7.1: Tables of Permissible Uses.

- G. Maintenance and Repair. Nothing in this Section shall be construed to prevent the maintenance or repair, voluntary or as required by the Building Inspection Division due

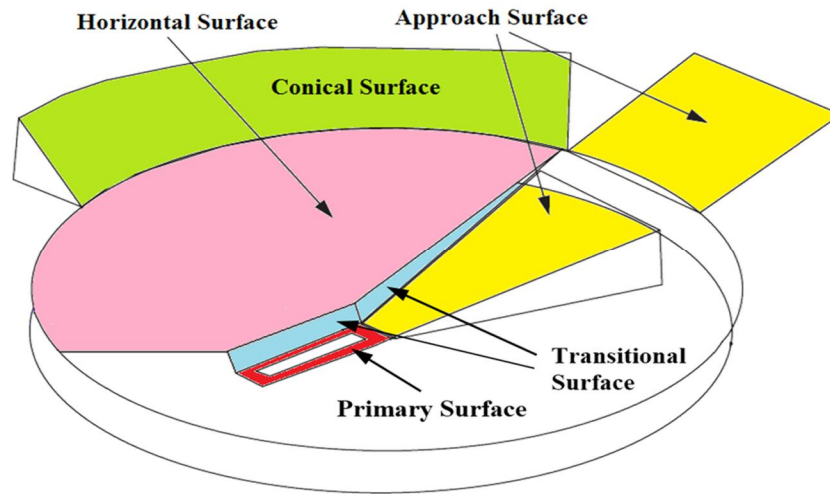
to unsafe conditions, of any exterior architectural feature in a historic district which does not involve a substantial change in design, material or outer appearance.

6.5. AIRPORT OVERLAY

- A. Purpose. The Airport Overlay (AO) district is intended to protect the airspace around and near the Charlotte-Monroe Executive Airport (“Airport”) from the encroachment of in-compatible land uses, which present hazards to users of the Airport as well as to persons residing or working in the Airport vicinity. It is the intent of this section to restrain influences, which are averse to the airport property and safe conduct of aircraft. This section is designed to prevent the creation of conditions hazardous to Airport operation, to prevent conflict with land development, which may result in loss of life and property and to encourage development that is compatible with the Airport uses characteristics within the intent and purpose of zoning. To this end, AO district designation, when overlaid onto a basic zoning district classification, is intended to coordinate the purpose and intent of this section with other regulations in the UDO. This section is intended to conform with Federal Regulation 14 CFR Part 77 - Safe, Efficient Use, and Preservation of the Navigable Airspace.
- B. Applicability. The AO district applies to designated land in the vicinity of the Airport. The AO designation specifically applies to the administration and enforcement of the areas surrounding the Airport by regulating or restricting the height and location of where structures and trees may be erected or allowed to grow.
- C. Definitions. For the purposes of this section, the following terms are generally defined. All other technical terms used in this section will be as defined in Federal Regulation 14 CFR Part 77.
1. Airport. The Charlotte-Monroe Executive Airport.
 2. Airport Elevation. The highest point of the Airport’s useable landing area measured in feet above mean sea level (682.6 feet surveyed).
 3. Height. Value used in determining the impact of an obstruction.

4. Nonconformity. Any structure, object of natural growth, or use of land, which is inconsistent with the provisions of this UDO or any amendment thereto existing prior to the effective date of this section.
 5. Obstruction. Any structure, either human-made or of natural growth, including a mobile object, which exceeds a limiting height set forth in this section.
 6. Zoning Administrator. The City of Monroe's Director of Planning and Development.
- D. Airport Zones. In order to carry out the provisions of this section, all appropriate surfaces (and land underneath said surfaces) defined in Federal Regulation 14 CFR Part 77 are hereby incorporated by reference and applied to the Airport. Such surfaces are depicted in Figure 1.

Figure 1: Airport Zone Depiction/Definitions (Source: Federal Regulation 14 CFR Part 77)



Primary Surface	A surface longitudinally centered on a runway, which extends 200 feet beyond each end of that runway. At the Airport, the measurements of this surface are 7,400 feet by 1,000 feet.
Approach Surface	A surface longitudinally centered on the extended runway centerline and extending outward and upward from each end of the primary surface. At the Airport, the inner edge of the approach surface is 16,000 feet, and the horizontal distance 10,000 feet at a slope of 50 to 1, with an additional 40,000 feet at a slope of 40 to 1.
Horizontal Surface	A horizontal plane 150 feet above the established Airport elevation, the perimeter of which is constructed by swinging arcs of a specified radii from the center of each end of the primary surface of each runway of at the airport and connecting the adjacent arcs by lines tangent to those arcs. The radius of each arc is defined by length of runway. At the Airport, the radius of the arcs is 10,000 ft.
Conical Surface	A surface extending outward and upward from the periphery of the horizontal surface at a slope of 20 to 1 for a horizontal distance of 4,000 feet.
Transitional Surface	Surfaces that extend outward and upward at right angles to the runway centerline and the runway centerline extended at a slope of 7 to 1 from the sides of the primary surface and from the sides of the approach surfaces. Transitional surfaces for those portions of the precision approach surface extend a distance of 5,000 feet measured horizontally from the edge of the approach surface and at right angles to the runway centerline.

E. Airport Zone Height Limitations. No structure shall be erected, altered or maintained, and no trees shall be allowed to grow, in any zone created by this section, to a height

which projects above the upper surface of any such zone. An obstruction located in more than one zone is considered to be only in the zone with the more restrictive height limitation. Nothing in this section shall be construed as prohibiting the construction or maintenance of any structure, or growth of any tree, to a height of up to 100 feet above the surface of the land.

- F. Use Restrictions. Notwithstanding any other provisions of this section, no use may be made of land or water within any zone established by this section in such a manner as to create electrical interference with navigational signals or radio communication between the Airport and aircraft, make it difficult for pilots to distinguish between the Airport lights and others, result in glare in the eyes of pilots using the Airport, impair visibility in the vicinity of the Airport, create bird strike hazards, or otherwise in any way endanger or interfere with the landing, takeoff, or maneuvering of aircraft intending to use the Airport.
- G. Nonconformity. The regulations prescribed by this section shall not be construed to require the removal, lowering, or other change or alteration of any nonconformity, or otherwise interfere with the continuance of a nonconformity. Nothing contained in this section shall require any change in the construction, alteration or intended use of any nonconformity, the construction or alteration of which was begun prior to the effective date of this section and is diligently being pursued. No permit provided for in section I may be issued if it would allow the establishment or creation of an obstruction, or allow a nonconformity to become a greater hazard to air navigation than it was on the effective date of this section, or any amendments thereto, or than it is when the application for a permit is made. Whenever the Zoning Administrator determines that a nonconformity has been abandoned or is physically deteriorated or decayed, no permit provided for in section k may be issued if doing so would allow the nonconformity to exceed the applicable height limit or otherwise deviate from the regulations of this section. Notwithstanding this section, and if specified in a Federal Aviation Administration (FAA) Notice of Determination, the owner of any existing nonconformity shall install, operate and maintain markers or lights pursuant to the standards described

in FAA Advisory Circular 70-7460-1L indicating to aircraft operators in the vicinity of the Airport the presence of an obstruction.

- H. Permits . Except as specifically provided in (1), (2), and (3) hereunder, no material change shall be made in the use of land, no structure shall be erected or otherwise established, and no tree shall be planted in the AO district unless a permit therefore is first issued. Each application for a permit shall indicate the purpose for which the permit is desired with sufficient particularity to allow the City to determine whether the use, structure or tree would conform to the Federal Regulations referenced in this section and include the proper documentation as determined by the City. No permit for a use inconsistent with the provisions of this section may be issued unless a variance has been approved in accordance with subsection I (variances) below.
1. In the area lying within the limits of the horizontal zone and conical zone, no permit shall be required for any tree or structure less than 100 feet of vertical height above the ground except when, because of terrain, land contour, or topographic features, such tree or structure would extend above the height limits prescribed for such zones.
 2. In areas lying within the limits of the approach zones, but at a horizontal distance of not less than 4,200 feet from each end of the runway, no permit shall be required for any tree or structure less than 100 feet of vertical height above the ground, except when such tree or structure would extend above the height limits prescribed for such approach zones.
 3. In areas lying within the limits of the transition zones beyond the perimeter of the horizontal zone, no permit shall be required for any tree or structure less than 100 feet above the ground, except when, such tree or structure, because of terrain, land contour, or topographic features, would extend above the height limits prescribed for such transition zones.
 4. Nothing contained in any of the foregoing exceptions shall be construed as permitting or intending to permit any construction, alteration of any structure, or growth of any tree in excess of any of the height limits established by this section.

- I. Variances. Any person desiring to erect or increase the height of any structure, or permit the growth of any tree, or use property, not in compliance with the regulations prescribed in this section may apply to the Board of Adjustment (BOA) for a variance from such regulations. The application for a variance shall be accompanied by a determination from the FAA as to the effect of the proposal on the operation of air navigation facilities and the safe, efficient use of navigable airspace. Such variances may be allowed where it is found that a literal application or enforcement of the regulations will result in unnecessary hardship and relief, if granted, will not be contrary to the public interest, will not create hazard to air navigation, will do substantial justice and will be in accordance with the spirit of this section. Additionally, no application for a variance to the requirements of this section may be considered by the BOA unless a copy of the application, along with the FAA Notice of Determination, has been furnished to the Airport Manager for advice as to the aeronautical effects of the variance. If the Airport Manager does not respond within 30 days after receipt, the BOA may act on its own to grant or deny said application.
- J. Obstruction Marking and Lighting. Any permit or variance granted pursuant to this section may, if such action is deemed advisable to effectuate the purpose of this section, and reasonable in light of the circumstances, be conditioned to require the owner of the structure or tree in question to install, operate, and maintain, at the owner's expense, such markings and lights as may be necessary to comply with the standards described in FAA Advisory Circular 70-7460-1L.
- K. Enforcement. It shall be the duty of the Zoning Administrator to administer and enforce the regulations prescribed in this section. Applications for permits and variances shall be made to the Zoning Administrator upon a form published for that purpose. Applications required by this section to be submitted to the Zoning Administrator shall be promptly considered by the Zoning Administrator or the BOA.
- L. Sanitary Landfill. Various studies and observations have concluded that sanitary landfills typically attract wildlife, specifically birds, which can create potential hazards to aircraft operations near airports, particularly during takeoff and landing. In order to mitigate this hazard, the following regulations shall apply with regard to location of landfills:

1. No landfill shall be located within 10,000 feet from a runway of the Airport.
 2. Landfills located further than 10,000 feet, but within five miles of a runway of the Airport will be reviewed on a case-by-case basis by the Airport Manager, in coordination with the Zoning Administrator. If, in the opinion of the Airport Manager, the landfill poses a threat to safe aircraft operations, then the landfill shall be considered an incompatible land use, and shall not be allowed on the property where it is deemed to pose such a threat.
- M. Conflicts. In the event of conflict between any AO district regulation in this section and any other UDO regulation applicable to the same area, whether the conflict be with respect to the height of structures or trees, and the use of land, or any other matter, the more stringent limitation or requirement shall govern and prevail.