Job Aid: Parcel Screening and

Documentation Checklist

When looking to earn and document credits for parcels preserved as open space, it may be helpful to start by screening for lands within the flood hazard areas that qualify for open space preservation credits (see step 2) and identifying whether they may qualify for “extra” open space credits (see step 5). Community planners, natural resource experts, and land trusts are also helpful resources at this screening stage.

To use the checklist,

* In the left-hand column, check all the elements that apply for a specific parcel.
* You may wish to consult the list of potential resources listed in the “Before You Get Started” guide to help determine whether “extra credits” apply and identify sources for documenting these credits.
* In the right-hand column, write down sources of supporting documentation to provide to FEMA for verifying eligibility for the requested credits.

**Parcel Screening and Documentation Checklist**

# Community Name: \_

# Parcel Name: \_

# 

| **Check all that apply** | **Documentation (if applicable)** |
| --- | --- |
| *Land types:* | |
| □ Does the property contain qualifying open space within the flood hazard area(s) (after adjusting for non-qualifying land types)? | See Impact adjustment map (attached) |
| *Type of protections:* | |
| □ Is the parcel protected through ownership? If so, has the landowner documented that it will remain protected (generally for a period of five years or more)? |  |
| □ Is the parcel protected through open space incentives? (These can include requirements or other incentives that keep flood-prone portions of new developments as open space.) |  |
| □ Is the parcel protected through low-density zoning district(s) that require lot sizes of five acres or larger? |  |
| □ Does the parcel protect natural channels and shorelines? |  |
| *Extra credits – Deed restrictions:* | |
| □ Is the parcel protected with deed restrictions? Can you obtain a copy of the deed that shows the restriction language? |  |
| *Extra credits – Natural Functions Open Space:* | |
| □ Is the parcel in an undeveloped natural state or restored to pre-development conditions? |  |
| □ Is the parcel designated in a natural floodplain functions protection plan? |  |
| □ Is the parcel designated as critical habitat for threatened or endangered species? |  |
| □ Is the parcel in a designated open space corridor? |  |
| *Extra credits – Special flood-related hazards Open Space:* | |
| □ Is the parcel within a mapped coastal erosion hazard area landward of a coastline eroding at a rate greater than or equal to 1.5 feet per year? |  |
| □ Is the parcel subject to one or more of the following inland flood hazards: ice jam flooding, flooding adjacent to closed basin lakes, mudflow hazards, flooding affected by land subsidence, or uncertain flow path flood hazards? |  |
| □ Is the parcel within a tsunami hazard area mapped under Community Rating System Activity 410TS? |  |