



# Federal Emergency Management Agency

Washington, D.C. 20472

MEMORANDUM FOR: Doug Bellomo, P.E., Project Officer  
Eastern Studies Team

Bill Blanton, Project Officer  
Central Studies Team

Mike Grimm, Project Officer  
Western Studies Team

FROM: Matthew B. Miller, P.E., Chief  
Hazards Study Branch

SUBJECT: Procedure Memorandum 26 – Changes to LOMC Subscription Service

**Background:** The LOMC Subscription Service was developed in response to Paragraph 1360(H) of the National Flood Insurance Reform Act of 1994 to distribute copies of determinations for Letter of Map Change (LOMC) requests that FEMA issues nationwide. The LOMC Subscription Service is currently distributed on CD-ROM twice a month to interested parties including Flood Hazard Determination companies and Lenders nationwide for an annual fee.

**Issue:** The subscribers to LOMC Subscription Service have requested that the Summaries of Map Action (SOMAs) that are distributed to communities at key stages during the NFIP map update process be made available to them. The SOMAs identify LOMCs that will be affected by the issuance of a new NFIP map and sorts them  four categories as follows:

- **Category 1** includes those Letters of Map Amendment (LOMAs), Letters of Map Revision (LOMRs), and Letters of Map Revision Based on Fill (LOMR-Fs) whose results have been shown on the revised FIRM panel(s).
- **Category 2** includes those LOMCs whose results could not be mapped and shown on the revised FIRM panel(s) because of scale limitations or because the affected areas were determined to be outside the SFHA as shown on the effective FIRM. These LOMCs are automatically revalidated after the revised FIRM panel(s) become(s) effective.
- **Category 3** includes those LOMCs whose results have not been, and will not be, reflected on the revised FIRM panel(s) because the flood hazard information on which the original determinations were based is being superseded by new flood hazard information.
- **Category 4** includes those LOMCs that will be redetermined. LOMCs that were previously issued for multiple lots or structures where the determination for one or more of the lots or

structures has changed as a result of the re-mapping cannot be revalidated through the administrative revalidation process. Category 4 LOMCs are redetermined after the FIRM effective date by the Mapping Partner using the data submitted in support of the original LOMA, LOMR-F, or LOMR request. A single new determination letter is issued for the subject properties.

In addition to the request to make SOMAs available, the LOMC subscribers have requested LOMC revalidation letters be included in the subscription before the NFIP map that they amend becomes effective. The LOMC revalidation letter is created using the SOMA and administratively revalidates previously issued LOMCs unaffected by updated flood hazard

information reflected on a new NFIP map. Timely access to LOMC revalidation letters is essential to subscribers for use in performing portfolio reviews.

**Final Procedure:** Effective with the May 16, 2002 publication (Volume 8, Issue 14), the procedures for creating the LOMC Subscription CD-ROM will be changed as follows:

1. The MCCs will submit hard copies of Final SOMAs (i.e., SOMAs that are distributed with Letters of Final Determination) to the LOMC Subscription Coordinator for inclusion in the LOMC Subscription that corresponds with the date when the Letters of Final Determination are issued to the community (this date will typically be six months prior to the effective date of the new NFIP map).
2. The MCCs will prepare and distribute LOMC revalidation letters approximately 2-4 weeks before the NFIP map effective date and will provide hard (paper) copies of the letters to the LOMC Subscription Coordinator along with LOMC determination letters issued during that same 2-week period .
3. As an added measure to improve the LOMC Subscription, the MCCs shall submit either hard copies or digital (TIF or PDF Format) of full size LOMR map attachments to the LOMC Subscription Coordinator with the paper copies of the LOMRs so that they may be included on the LOMC Subscription CD-ROM.

cc: See Attached Distribution List

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