Narrative of Changes Table *The purpose of the Narrative of Changes Table is to demonstrate changes to a collection since the previous* approval.

Collection Title: Revisions to National Flood Insurance Program Maps: Application Forms and Instructions for (C)LOMAs and (C)LOMR-Fs

OMB Control No.: 1660-0015 Current Expiration Date: 7/31/2023

Collection Instrument(s): FEMA Form 086-0-22

Location	Current version	Proposed Revision	Justification
086-0-22 (Page 1, Paperwork Burden Disclosure Notice)	Public reporting burden for this data collection is estimated to average 2.4 hours per response.	Public reporting burden for this data collection is estimated to average 2.2 hours per response.	Estimated burden hours updated to reflect proposed changes
086-0-22 (Page 1, Paperwork Burden Disclosure Notice)	Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 1800 South Bell Street, Arlington, VA 20598-3005, Paperwork Reduction Project (OMB Control Number 1660-0015).	Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472, Paperwork Reduction Project (1660-0015).	FEMA address updated
086-0-22 (Page 1, 3 rd Section, Line 6)	Fill is defined as material from any source (including the subject property) placed that raises the grade to or above the Base Flood Elevation (BFE).	Fill is defined as material from any source (including the subject property) placed that raises the ground (natural grade) to or above the Base Flood Elevation (BFE).	Definition updated to provide additional clarity to applicants
086-0-22 (Page 1, Question 1)	1. Has fill been placed on your property to raise ground that was previously below the BFE? If yes, STOP!! - You must complete the MT-1 application forms, visit http://www.fema.gov/plan/prevent/f hm/dl_mt-1.shtm or call the FEMA Map Information exchange toll free: (877-FEMA MAP) (877-336-2627)	1. Has fill been placed on your property to raise ground that was previously below the BFE? No Yes – If Yes, STOP!! – You must complete the MT-1 application forms; visit https://www.fema.gov/mt-1-application-forms-instructions or call the FEMA Mapping and Insurance eXchange toll free: (877-FEMA MAP) (877-336-2627)	Updated link to MT-1 Forms and updated FMIX name
086-0-22 (Page 1, Question 2)	2. Legal description of Property (Lot, Block, Subdivision; complete description as it appears in the Deed is not necessary) and street address of the Property (required):	 Legal description of Property (Lot, Block, Subdivision or abbreviated description from the Deed) (required): Street address of the Property (required): 	Two items being requested were separated into two questions to reduce the number of omissions since both items are required
86-0-22 (Page 1, previously	A portion of your legally recorder property? (A certified metes and	A portion of your legally recorded property? (A certified metes and	Updated to provide the exact page number of

Question 3, now Question 4, 2 nd checkbox)	bounds description and map of the area to be removed, certified by a registered professional engineer or licensed land surveyor are required. For the preferred format of metes and bounds descriptions, please refer to the MT-EZ Instructions.)	bounds description and map of the area to be removed, certified by a registered professional engineer or licensed land surveyor, are required . For the preferred format of metes and bounds descriptions, please refer to Page 4 of the MT-EZ Instructions.)	where an example metes and bounds description can be found within the Instructions.
086-0-22 (Page 1, Applicant Certification Section)	Fax No. (optional):	Deleted	Fax Numbers are obsolete and no longer used
086-0-22 (Page 2, Line 3)	NOTE: If the request is to have a flood zone determination completed for the structure, and an Elevation Certificate has been completed for this property, it may be submitted in lieu of Section B.	NOTE: If the request is to have a flood zone determination completed for the structure, and an Elevation Certificate has been completed for the structure, it may be submitted in lieu of Section B.	Changed to provide clarity that Elevation Certificates are only applicable to "structures"
086-0-22 (Page 2, Top of Page)	Not included on current version	NOTE: In lieu of field surveyed elevation data, it may be possible to make use of available light detection and ranging (LiDAR) data. Consult with your floodplain administrator to find out if your community has LiDAR data. Refer to Page 5 of the MT-EZ Instructions for additional information regarding the use of LiDAR.	Added to inform applicants that LiDAR could be used in lieu of field surveyed elevations, if available
086-0-22 (Page 2, Basis of Determination, Line 2)	DHS/FEMA's determination as to whether a structure or legally recorded parcel of land, or portions thereof, described by metes and bounds, may be removed from the SFHA will be based upon a comparison of the Base (1%-annual-chance) Flood Elevation (BFE) with certain elevation information.	DHS-FEMA's determination as to whether a structure or legally recorded parcel of land, or portion thereof, described by metes and bounds, may be removed from the SFHA will be based upon a comparison of the effective Base (1%-annual-chance) Flood Elevation (BFE) with certain elevation information.	Added "effective" to provide clarity to applicants that FEMA uses effective BFEs to issue determinations
086-0-22 (Page 2, Geographic Coordinate Data)	Please provide the Latitude and Longitude of the most up stream edge of the structure (in decimal degrees to nearest fifth decimal place) Indicate Datum: WGS84 NAD 83 NAD 27 Lat Long . Please provide the Latitude and Longitude of the most up stream edge of the property (in decimal degrees to nearest fifth decimal place)	Please provide the Latitude and Longitude of the most upstream edge of the <i>structure</i> (in decimal degrees to nearest sixth decimal place) Indicate Datum: WGS84 NAD83 NAD27 Lat. Long.	Modified to require that coordinates for the structure be provided to the nearest sixth decimal place to be consistent with the current format used on MT-1 determinations; Deleted the requirement to provide additional coordinates for the property

	Indicate Datum:		
	WGS84 NAD 83 NAD 27 Lat Long		
086-0-22 (Page 2, Elevation Information (Survey Required)	Lowest Adjacent Grade (LAG) to the structure (to the nearest 0.1 foot or meter) . ft. (m)	Lowest Adjacent Grade (LAG) * to the structure (to the nearest 0.1 foot or meter)	Provided additional clarity for LAG requirement
086-0-22 (Page 2, Certifier Information, bottom of page)	Fax No.:	Deleted	Fax Numbers are obsolete and no longer used
086-0-22 (Page 3 – Checklist and FEMA Regions map)	This page is currently missing from the currently approved version of the form.	In addition to this form (MT-EZ), please complete the checklist below. ALL requests must include one copy of the following: Copy of the Subdivision Plat Map (with recordation data and stamp of the Recorder's Office) OR Copy of the Property Deed (with recordation data and stamp of the Recorder's Office), accompanied by a tax assessor's map or other certified map showing the surveyed location of the property relative to local streets and watercourses. The map should include at least one street intersection that is shown on the FIRM panel. LiDAR Exhibit, if applicable (please refer to Page _ of the MT-EZ Instructions for additional information regarding the use of LiDAR) Please include a map scale and North arrow on all maps submitted. Please do not submit original documents. Please retain a copy of all submitted documents for your records. DHS-FEMA encourages the submission of all required data in a digital format (e.g., scanned documents and images on Compact	Page 3 which includes the checklist for data requirements is re-added with minor updates: Copy of the effective FIRM panel has been omitted as a data requirement to reduce burden on applicants (44 CFR 70.3(b)(3) notes that scientific and technical information for the purpose of this part may include a copy of the FIRM; however, this is obtained during the inhouse review); Checkbox added for LiDAR exhibit, if applicable; Checkbox deleted for adding a map scale on all maps since this is not a specific data item but just a requirement for submitted maps; LOMC Clearinghouse address has been omitted to reduce the risk of having an outdated address live on the form in the event of a change of address; Removing FEMA Regional Map

		Disc [CD]). Digital submissions help to further DHS-FEMA's Digital Vision and also may facilitate the processing of your request.	
		Incomplete submissions will result in processing delays. For additional information regarding this form, including where to obtain the supporting documents listed above, please refer to the MT-EZ Form Instructions located at https://www.fema.gov/flood-maps/change-your-flood-zone/paper-application-forms/mt-ez .	
086-0-22 (Page 3	This page is currently missing from	Removing FEMA Regional Map	Regional Map does not
FEMA Regions	the currently approved version of the		need to be shown, its
map)	form.		unnecessary.