

**TOWN OF MORETOWN**  
**Office of the Zoning Administrator**  
**P.O. Box 666 - Moretown, Vermont 05660**  
**Telephone: (802) 496-2312**

DATE: January 19, 2012

TO: Selectboard

RE: Town Office Report

FEMA has determined that the Town Office is Substantially Damaged (SD). (See attached report). This means that the building must be restored using flood mitigation guidelines outlined in the Moretown Zoning Regulations Sec. 5.2(E)(3)(10):

Structures shall be (a) designed (or modified) and adequately anchored to prevent flotation, collapse, or lateral movement of the structure during the occurrence of the base flood, (b) be constructed with materials resistant to flood damage, (c) be constructed by methods and practices that minimize flood damage, and (d) be constructed with electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

Existing buildings to be substantially improved for nonresidential purposes shall either (a) meet the requirements of subsection 8, or (b) be designed to be watertight below the base flood elevation with walls substantially impermeable and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A permit for a building proposed to be floodproofed shall not be issued until a registered professional engineer or architect has reviewed the structural design, specifications, and plans, and has certified that the design and proposed methods of construction are in accordance with accepted standards of practice for meeting the provisions of this subsection.

I suggest that you read through the entire ordinance for more details.

Listed below are the 12 Categories of Damage Repair that you should keep in mind as you move forward

## THE 12 CATEGORIES OF DAMAGE REPAIRS

### 1. FOUNDATIONS

- The foundation is a slab. It is above the BFE (See attached email from Cheryl Walz of FEMA). You will not have to raise it; repair if necessary.

### 2. SUPERSTRUCTURE (FRAMING & MASONRY)

- It is not clear if there is structural damage at this time.

### 3. ROOF COVERING

- No damage to the roof is known at this time.

### 4. EXTERIOR FINISH

- Siding will need to be replaced. Possibly adding some flood proofing insulation to the outside of the building.

### 5. INTERIOR FINISH

- Insulation, preferably foam, and drywall will need to be replaced.

### 6. DOORS & WINDOWS

- It looks as if all the doors and windows were compromised and will need to be replaced.

### 7. CABINETS & COUNTERTOPS

- All cabinets and countertops will need to be replaced.

### 8. FLOOR FINISH

- All flooring will need to be replaced

### 9. PLUMBING

- All plumbing will need to be replaced. It is not clear if some of the pipes will also need to be replaced.

### 10. ELECTRICAL

- All electrical panels and receptacles will need to be replaced.

### 11. APPLIANCES

- All appliances will need to be replaced

### 12. HEATING & COOLING

- All heating systems will need to be replaced

The ordinance speaks to Substantial Improvement and there is little doubt that it will cost over 50% of the market value of the structure to restore it. Since the structure is above the Base Flood Elevation (BFE), in theory you can simply put everything back the way it was; however, I would not recommend it. The floodwaters were 6' above the BFE and came more than 4' into the office. If you decide to put in a second floor, all utilities should be raised to that level, leaving the current office space open. All utilities should be raised as high as possible on the existing floor if you choose to stay there. It is likely that the town will see high water again. You need to mitigate for that as much as possible. You will need to hire a registered professional engineer to oversee and certify any work that you would like to do.

I am happy to help as the town moves forward with this project. Please let me know.

Deborah Feldman  
Zoning Administrator

Enc.