

NCDOT MEMORANDUM OF AGREEMENT (MOA) Submittal Package To Flood Plain Mapping

All Projects That Fall Within The MOA Criteria Will Need: (See MOA on the Hydraulics Unit web site; [Hydraulics Unit](#))

- Electronic Files;
 - **MOA_Transmittal_Template.doc**
 - **FEMA Coordination Form** (pdf)
 - **Title Sheet From Roadway Plans** (pdf copy)
 - **NCDOT Bridge/Culvert Survey Report** (Hydraulics to make a pdf copy of the signed, sealed report)
 - **Hec Ras Model Narrative** (brief); describe model changes as progression takes place from the Duplicate Effective Model to the Corrective Effective Model to the Revised Model.
 - **Hec Ras Model**; (follow file naming conventions as stated in the “Hec Ras Nomenclature” which resides under “Policy Memos” on the Hydraulics Unit web site).
 - **Hec Ras output table** spreadsheet; see “Comparison Table.xls”. Spreadsheet should cover area from down stream tie to up stream tie. Note; the Maximum WSEL decrease should be highlighted.
 - **Model Cross Section Locations & Project Files**; To keep file management simple, please just copy the needed data into one file. The data needed is: roadway alignment, proposed bridge, slope stakes, TOPO w/any buildings, etc., contours and HEC RAS cross section locations (with sections labeled). This file should be named in the following manner: “**yrModay_TIP_MOA.dgn**”.
 - **Tin File**
- Final Submittal Will Be NCDOT As-Built Plans

MOA 1; Projects With No-Rise No-Impacts (WSEL decrease < 0.1ft.) Will Also Need;

- No-Rise/No Impact Certification (See the two certification forms under “FORMS” on the Hydraulics Unit web site.

MOA 2a; Projects with Minor Impacts (WSEL decrease between 0.1 ft and 0.5 ft);

- No additional data is required

MOA 2b; Project with MEASURABLE IMPACTS (WSEL decrease greater than 0.5 ft);

- Parcel boundaries and property owners (submit NCDOT roadway plan parcel boundary electronic file (prl.dgn) with deed book & page numbers)
- NCDOT signature on MT2 Form 1 Pg 2 of 2. (scanned pdf with signature-Only fill out first block directly under section D)

MOA 3a.b.; Project with LOMR submittals requiring updated DFIRM mapping and FIS component updates;

- Parcel boundaries and property owners (submit NCDOT roadway plan parcel boundary electronic file (prl.dgn) with deed book & page numbers)
- NCDOT signature on MT2 Form 1 Pg 2 of 2. (scanned pdf with signature-Only fill out first block directly under section D)