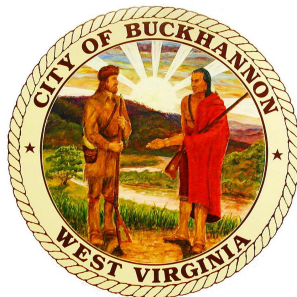


**City of Buckhannon**  
70 East Main Street  
Buckhannon, WV 26201



Phone: 304.472.1651  
TDD: 304.472.9550  
Fax: 304.472.0934

March 26, 2026

**To:** Existing & Potential Property Owners, Lending Institutions, Insurance Agents & Real Estate Agents

**Re: Special Flood Hazard Areas (SFHA)  
City of Buckhannon, WV**

The City of Buckhannon (City) is a participating community in the National Flood Insurance Program (NFIP). As a participating community, the City has information available concerning all Special Flood Hazard Areas (SFHA) and/or areas that are subject to repetitive flooding within the Corporation Limits as the SFHA relate to your existing or potential property.

On file at City Hall are the current Flood Insurance Rate Maps (FIRM) and the related Flood Insurance Study (FIS) developed by the Federal Emergency Management Agency (FEMA), as well as all Letters of Map Revision (LOMR) and Letters of Map Amendment (LOMA). This information allows us to provide you with the following information about a specific property:

1. If the property in question is located in a SFHA.
2. What SFHA the property in question is located in or whether it lies within a designated floodway.
3. The Base Flood Elevation (BFE) of the property in question.
4. Estimated inundation data based on the ground contour and base flood elevation (where available).
5. If the property in question (or a portion thereof) is located in a designated wetlands area.

For insurance purposes, the City can also provide:

- a. The FIRM community number,
- b. The FIRM panel number,
- c. The FIRM suffix,
- d. The FIRM index date,
- e. The FIRM and FIS effective date, and
- f. The elevation datum (NGVD)

In addition, the City also maintains, and makes available, elevation certificate records for the construction of new buildings, substantial improvements to existing buildings and the construction and/or improvements to appurtenant structures within the SFHA.

All of the information listed above is available by telephone, fax, email or a consultation at City Hall.

Should you have any questions or require additional information, please don't hesitate to contact me by telephone at (304) 472-1651, extension 1006 or via email at [jay.hollen@buckhannonwv.org](mailto:jay.hollen@buckhannonwv.org).

Sincerely,

James S. "Jay" Hollen, III, PE, CFM  
City Engineer

March 26, 2026

Mr. John Doe  
Street  
Town, State ZIP Code

As part of the annual outreach, you are receiving this information because your property located at \_\_\_\_\_ has been identified as being in a Special Flood Hazard Area and/or an area subject to repetitive flooding.

Because of the preventative measures and educational outreach programs, the City of Buckhannon has been classified as a CRS Class 8 Community, which qualifies all eligible residents for a 10% reduction in flood insurance premiums. This reduction automatically applies to eligible properties located within the city limits of Buckhannon.

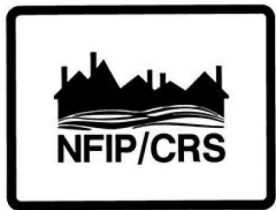
The attached map is a reduced version that indicates the different Special Flood Hazard Areas in the City of Buckhannon. A larger map is available at City Hall for viewing or you can visit the City website at [www.buckhannonwv.org](http://www.buckhannonwv.org), select "Flood Information" to access the PDF file of the map as well as additional sources of information.



Be sure to purchase a Flood Insurance Policy

Did you know?

- Many people think they don't need flood insurance because the federal disaster assistance will bail them out. However, floods are not always declared a federal disaster and often aid is in the form of a loan, to be paid back with interest.
- Homeowners insurance does not cover flooding damage.
- Don't delay as there is a mandatory 30-day waiting period before a new flood policy become effective.
- The purchasing of flood insurance after learning of a possible flooding scenario, and after the flooding event actually occurred, is prohibited.
- Renters should buy flood insurance for their contents.
- All properties with federally-backed loans must carry flood insurance.
- The City of Buckhannon has been successful in achieving a Class 8 rating, reducing the City's residents' flood insurance premiums by 10%.



For more information about affordable flood insurance, property owners and potential buyers should contact their local insurance agent or call the toll-free information line for the National Flood Insurance Program at (800) 427-4661.



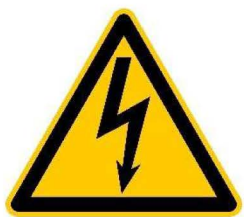
Flooding can occur in almost every part of the U.S. and during any month. In 2012, 39 percent of flood fatalities occurred from driving into flood water and 18 percent from walking into it.

If you're driving or walking and encounter flood water, Turn around - Don't drown.

It only takes six inches of water to knock over an adult and cause loss of control of a vehicle. One foot of water will float many vehicles and only two feet of rushing water will carry them away, including pickups and SUVs.

The depth of flood water is not always obvious. It can be especially hard to judge at night. The best option is to play it safe and turn around.

Your family may not be together when a disaster strikes so it is important to plan in advance: Make a plan for your household, including your pets, so that you and your family know what to do, where to go, and what you will need to protect yourselves from flooding. Learn and practice evacuation routes, shelter plans, and flash flood response. Gather supplies, including non-perishable foods, cleaning supplies, and water for several days, in case you must leave immediately or if services are cut off in your area. Build an emergency kit with enough supplies to last 72 hours.



Stay away from power lines and electrical wires. The number two flood killer after drowning is electrocution. Report downed power lines to the local power company or 911. Turn off all electrical circuits and gas lines that may come in contact with flood water.

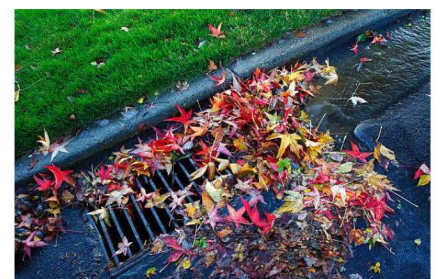
**Be Proactive and Protect Your Property** If your property is in a Flood Hazard area it is susceptible to flooding. There are many flood damage reduction measures you can employ, including:

- Watertight seals can be applied to brick and block walls to protect against low-level flooding
- Elevate utilities and systems such as heating and air conditioning systems, water heaters and other major appliances to higher floors in the structure or on raised platforms.
- Temporary measures such as moving furniture and other valuables to higher floors or sandbagging exterior openings will also help.
- You may want to consider installing sewer backflow valves.
- Elevating or relocating the entire structure may also be a feasible option.
- Demolish the structure or relocate it out of harm's way.
- Consider dry floodproofing and wet floodproofing measures for the building (when and where applicable).
- Construct a berm or redirect drainage away from the structure.

**Build Responsibly** The City of Buckhannon requires building permits for construction. Obtaining a permit before construction activities will reduce added costs of permit after construction activities have begun.

Do not dispose of debris into the storm drains as this can cause backup and flooding. Keep your storm drains, ditches and culverts clear of debris and blockage. Report any City-maintained drains that are blocked with debris to City Hall (304-472-1651) or the Comm Center (304-472-9550).

Protect natural floodplain functions.



This information is provided by the City of Buckhannon – 70 East Main Street – Buckhannon, WV 26201 – Telephone (304) 472-1651 – Website: [www.buckhannonwv.org](http://www.buckhannonwv.org)

