



## Floodplain Relief Program

### Section A-Name, Address, Property Information

Tax Parcel Number(s)

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Address

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Owner's Name

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Owner's Telephone Number

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Owner's Email Address (preferred, but optional)

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Buyer's Name\*

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Buyer's Address\*

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Buyer's Telephone Number\*

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\* Only required if property is being sold

### Section B-Property Floodplain Information

Base Flood Elevation on Parcel

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Lowest Finished Floor Elevation of Principal Structure (House)

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Lowest Adjacent Grade Elevation (Next to Principal Structure)

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Are the Furnace, Water Heater, AC, Air Exchange, etc. above the flood protection elevation (2 feet above the base flood elevation)?

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**Section B Required Attachments**

- Aerial Image of Parcel

<h2>Section C-Engineer and Contractor Information</h2>
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**Engineer Contact Information (Optional)**

Engineer Business Name

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Engineer Business Telephone Number

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Engineer Representative Name

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Engineer Representative Telephone (Direct Line or Cell Phone) Number

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Engineer Representative E-mail Address

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**Contractor Contact Information**

Contractor Business Name

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Contractor Business Telephone Number

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Contractor Representative Name

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Contractor Representative Telephone (Direct Line or Cell Phone) Number

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Contractor Representative E-mail Address

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Estimated Cost of Improvements

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**Section C Required Attachments**

- Line-item detailed contractor estimate/quote

## Section D-Improvements Information

Nature of Improvements (List all eligible activities)

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Final Cost of Improvements

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Date of Completion of Improvements

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Letter of Map Revision Date of Application (If applicable)

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Letter of Map Revision Date of Receipt/Confirmation (If applicable)

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### Section D Required Attachments

- Letters or signatures of approval from neighbors (If applicable)
- Engineer and Contractor Invoice, Payment Confirmation
- Conditional Letter of Map Revision and Letter of Map Revision (If applicable)

Requested Reimbursement Amount

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- For LOMR-F (No More than 90% of eligible engineering and construction costs up to \$40,000)
- For basement stabilization (No more than 90% of the costs up to \$40,000)
- For noncompliance identified by FEMA (No more than 90% of the costs up to \$40,000)

Note: The cost of engineering services related to all floodplain relief grants are part of the \$40,000 maximum allowed under this program.

**Section E-Request for 90% Reimbursement**

Owner hereby certifies that the above stated work and successful Letter of Map Revision (LOMR) has been completed or in the case of basement stabilization funding, the work has been completed in accordance with all local, state and federal requirements, received and is on file with the City and the contractor and engineer/consultant has been paid for the above stated services in their entirety (Paid Invoices are Required for city documentation).

Owner acknowledges the terms and conditions of the Floodplain Relief Program.

Owner is hereby requesting a reimbursement grant for all above stated eligible activities/ costs based upon the terms of this program.

**Important Note: In order to receive direct payment to contractors (only under the compliance-basement fill portion of this grant), contractors must submit invoices to owners first for their signature and then to the City for direct payment requests from the City to the contractor. Payees must also have a W-9 on file with the City.**

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Owner's Signature

Date



## Floodplain Relief Program

### Terms

#### Who Is Eligible?

All landowners having property within the corporate limits of the City of La Crosse including residential property owners, businesses, non-profit organizations, state agencies and educational institutions with all or a portion of their property located in the 1% annual chance flood zone (Special Flood Hazard Zone) are eligible. Tenants and others not having direct financial ownership or interest are not eligible.

Programs are applicable to targeted areas indicated in the City's flood relief mapping zones, based upon need and feasibility.

#### What Activities Does This Program Fund?

All eligible activities included below when the resulting effect is the removal of property structures from the Special Flood Hazard Zone resulting in a Letter of Map Amendment or Revision:

- Earthwork
- Foundation and Structure Improvements including fill
- Electrical, Plumbing, Utility and HVAC improvements when necessary due to other eligible activities
- Relocation of utilities and/or addition of a utility closet
- Raising or Elevating Structures
- Demolition or Razing
- Survey Work, Elevation Certificates
- Consultant Assistance for the application of a LOMA or LOMR
- Landscaping, retaining walls, paving as needed to repair or replace any components removed or damaged by the site work
- Reimbursement for temporary relocation accommodations arranged through the City.

#### How Much Funding is Available?

The City of La Crosse offers this program annually and conditionally pending City Council annual Capital Improvement Appropriations. Applicants may qualify for other municipal funding programs to supplement this grant.

#### City Responsibilities

The City of La Crosse is offering 90% toward preliminary engineering and 90% toward construction reimbursement up to a total of \$40,000 per parcel to eligible applicants with improvement costs that result in compliance with the Floodplain Zoning Ordinance, potentially

mitigating the costs of high-risk flood insurance. The City and its agents shall not be held liable or responsible for the actual construction or construction contract administration which is the sole responsibility of the property owner.

### **Basement Stabilization Only Program**

Under this program, the City is also offering 90% funding up to a total of \$40,000.00 per parcel to eligible applicants who plan to fill basement to Base Flood Elevation in order to address groundwater inundation issues, or who make improvements to a non-conforming structure to be compliant with a floodplain compliance related correction order.

This portion of the program does not require the applicant to achieve a Letter of Map Revision, but applicants must comply with all local, state and federal requirements, including applying for any necessary permits. In order to apply for the basement stabilization funding, applicants must meet the following:

- Submit a complete application and gain approval from the City's Floodplain Advisory Committee
- Provide a comprehensive contractor cost estimate for the project
- Meet all local, state and federal requirements for making improvements in the Special Flood Hazard Area
- Enter into a first right of refusal agreement with the City for city-acquisition, should the property be put on the market, limited to the appraised fair market value of the property at the time of the sale. (for basement fill grants only)

**Note: Recipients of City funding will need to provide a W-9 before funds are dispersed and detailed (line item) invoices for the eligible expenses under this program. In order to receive direct payment to contractors, contractors must submit invoices to owners first for their signature and then to the City for direct payment requests from the City to the contractor. Payees must also have a W-9 on file with the City.**

### **Instructions for Applicant**

All fields are required unless otherwise noted.

#### **Before beginning work**

1. Complete **Section A**: Name, Address, Property Information
2. Complete **Section B**: Property Floodplain Information
3. Complete **Section C**: Contractor Information

#### **After work has been completed**

4. Complete **Section D**: Improvements Information
5. Complete **Section E**: Request for Reimbursement