X City/County Planning/Floodplain Management Name of CRS Coordinator

Street Address Coordinator’s Title

City/County, VA Zip, Contact Phone #s

Date

To: Local Lenders, Insurance Agents, and Real Estate Agents

Re: Resources Available for Flood Zone Information

The City/County participates in FEMA’s National Flood Insurance Program, which requires we provide information to the public related to flooding hazards and federally designated flood zones. We also participate in a voluntary program, the Community Rating System (CRS), that offers flood premium discounts for locality-led actions that go above and beyond the minimum federal requirements to promote flood safety. This letter earns our City/County points to help reduce premiums under the CRS program.

As business members of our community, the \_\_\_\_ Department/Office offers a suite of information that you, your clients, and members of your organization may find useful. Please see the following lists of available materials:

**Online Resources – Accessible at www\_\_\_\_\_\_\_\_**

* Online map (Flood Insurance Rate Map), showing current and proposed flood zones and:
	+ Showing the property’s specific flood zone
	+ Whether property is located in a:
		- Special flood hazard area
		- Designated floodway
		- Limit of Moderate Wave Action (LiMWA)
		- Coastal Barrier Resources System (COBRA) Area
	+ Flood Insurance Rate Map (FIRM) community number; panel number; index date; elevation datum (NGVD or local datum)
* Electronic copies of Letters of Map Change (LOMC), Letters of Map Amendments (LOMA), and Letters of Map Revision (LOMR).
* Online flood information library

**Additional Information**

* Additional information included on the FIRM that is not available online
* If available:
	+ Base flood elevation
	+ Flood depth data
	+ Natural floodplain functions
	+ Elevation certificate records for recent permitted construction of new buildings and substantial improvements to existing buildings
	+ Local drainage or stormwater issues
	+ Hot-spot flooding
	+ City/County predictive flood mapping tools
	+ Historical flooding information
	+ Repetitive loss areas
	+ Chesapeake Bay Preservation Area
	+ Construction standards in Coastal A Zone (*If V zone standards apply)*
	+ Coastal erosion and/or slopes (*This is only if this info is mapped)*

Please feel free to distribute this letter to anyone interested in the information.

Inquirers may contact us by phone, email, fax, or by walking into our office. Our office is located on the \_\_\_floor of \_\_\_\_\_\_\_\_\_. We request a 24-hour response time for our written, fax, or phone inquiries, however, our response may be shorter if a staff member is immediately available to research the requested information.

Please do not hesitate to contact our office if you have any additional questions or need assistance or guidance in using our interactive online mapping system. We welcome and appreciate your comments and suggestions for improving the Floodplain Management program.

Sincerely,

Name of CRS Coordinator

Coordinator’s Title

Coordinator’s Contact Information (email, phone)