



## INFORMATION REGARDING REPAIRS TO HOUSES IN THE FLOODPLAIN



**If you have experienced flood damage to your residence**, there are several regulations you must be aware of before commencing repairs to your home. Below are steps to follow prior to repairing a structure. This pertains to homes that are within the 100-year floodplain:

- ❑ Contact Dane County Zoning to see if your home is within the FEMA 100-year floodplain area, (608) 266-4266. If you are in this area, the following needs to be followed to assure compliance with Floodplain regulations:

**Site Inspection ⇒ meet rebuilding requirements ⇒ submit documentation ⇒ rebuild ⇒ verification**

### **Step 1 Site Inspection**

A site inspection will be conducted of your property. The inspection may have occurred already. The Dane County Zoning Division is required to document all damage and repairs made to structures within the 100-year floodplain as required by FEMA. The inspection will determine if the damages incurred exceed 50% of the assessed value of the structure.

- ❑ If your structure sustained **LESS** than 50% of the assessed value (flood waters not reaching above the first floor elevation), the structure may be repaired without full compliance with floodplain regulations. Please contact your local building inspector for a remodeling permit.
- ❑ If your structure sustained **MORE** than 50% of the assessed value (flood water over the first floor), the structure will need to be brought into compliance with FEMA Floodplain Regulations. See Step 2.

### **Step 2 Scope of repairs**

Your home will be allowed to be rebuilt or remodeled if the same footprint is used and the repairs comply with FEMA requirements for structures in the floodplain. Minor alterations such as changing roof pitches as well as new decks that do not exceed 200 square feet will be allowed. If you choose to expand past the footprint or add a second floor to the structure, the entire structure will be required to comply to all current zoning setbacks, in addition to the prescribed floodplain requirements. Detached accessory structures (buildings no more than 600 square feet) may be repaired if they are not more than two feet below flood elevation.

### **Step 3 Planning the repairs**

If a home sustained damages in excess of 50% of the assessed value, the building must be removed or raised above the flood elevation to prevent the reoccurrence of flood damage. The following **MUST** be part of the repair process:

- ❑ The first floor elevation shall be raised a minimum of two feet above the flood elevation.
- ❑ Soil (fill) shall be placed around the home to a minimum of one foot above flood elevation and extending at least fifteen feet away from the house.
- ❑ The basement or crawlspace shall be filled so that the slab is at least to the flood elevation.
- ❑ The furnace, water heater, and electrical panel box shall be moved to the first floor level.
- ❑ Dry land access shall be provided to the site or a waiver be obtained from emergency services (Fire/EMS).

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#### **Step 4 Documentation for repair permits**

In order to obtain zoning permits from Dane County and obtain Town building permits, the following must be submitted to the Dane County Zoning Division for review:

- ❑ An engineering firm will develop documentation (calculations) that the fill placed on the property will not cause the flood elevation of the area to raise more than 1/100<sup>th</sup> of a foot.
- ❑ A site plan of the property shall be submitted showing the proposed elevation of the first floor of the house, as well as the elevations of the surrounding fill.
- ❑ The site plan shall include dry land access to the property or a letter shall be submitted from emergency services (Fire/EMS) accepting no dry land access to the site.
- ❑ A floor plan of the existing building showing the dimensions of the footprint, or pictures of the existing building that will be raised (jacked up) to comply with regulations.
- ❑ Information showing that flood proofing shall be performed on the private potable water system (well) and private sanitary system (septic).

#### **Step 5 Obtaining Zoning permits**

In order to begin repairs, the documentation described in Step 4 must be reviewed by the Dane County Zoning Division. The fees for reviewing the documentation are \$125 for a flood plain permit to construct a building in a floodplain and \$50 for a Zoning Permit. Other agencies, such as Dane County Land Conservation, Town Building Inspector, and Dane County Environmental Health may have other permits that may need to be obtained.

- ❑ Dane County Land Conservation – (608) 224-3730 - Shoreland Erosion Control Permit
- ❑ Local Municipal Building Inspector- call \_\_\_\_\_ - Building/remodeling permit
- ❑ Dane County Environmental Health – (608) 242-6515 - Wellhead protection for flood proofing.

#### **Step 6 Repairs begin**

Please follow requirements noted on all permits obtained.

#### **Step 7 Verification**

The Dane County Zoning Division is required to document all repairs to buildings constructed or reconstructed within the floodplain and issue a Certificate of Compliance for the building. The Zoning Division will conduct a final inspection to verify that all mechanicals have been moved to the first floor, that the building has been constructed to submitted plans, and that necessary information (see below) is filed with the Division. Failure to obtain a Certificate of Compliance will result in legal action or possible condemnation of the building. The following information shall be submitted to the Dane County Zoning Division:

- ❑ Documentation from an engineering firm (surveyor) noting the elevation of the first floor of the home as well as surrounding topography of the property.
- ❑ Documentation from Dane County Environmental Health that the private potable water supply system and septic system has been properly flood proofed.

**If you have any questions or concerns regarding your project during this process, please call us for assistance. The Dane County Zoning Division will strive to work cooperatively to resolve any issues with any step along the way. Your cooperation will be greatly appreciated in this matter.**

Respectfully,

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