

National Flood Insurance Program 1316 Declaration or Rescission

REVIEW CHECKLIST

Community: **State:** Enter Abbr. **CID:** Enter CID
Reviewer Name: Click here to type name. **Date Received:** Choose date. **Date of Review:** Choose date.
Type of Review: Choose review type. **Determination:** Choose an item.
Subject Property Address: Click here to enter property address. **Previous Declaration Date:** Choose date.
Violation: Click here to record details of the violation (e.g., fails to meet elevation requirement, no permit, etc):.

REVIEW DETAILS

Per 44 CFR 73.3(d), a valid 1316 DECLARATION request shall consist of:

Regulatory Requirement Description	Compliant	Evidence/ Comments
(1) The name(s) of the property owner(s) and address or legal description of the property sufficient to confirm its identity and location.	Status	Click here to enter text.
(2) A clear and unequivocal declaration that the property is in violation of a cited State or local law, regulation or ordinance.	Status	Click here to enter text.
(3) A clear statement that the public body making the declaration has authority to do so and a citation to that authority.	Status	Click here to enter text.
(4) Evidence that the property owner has been provided notice of the violation and the prospective denial of insurance.	Status	Click here to enter text.
(5) A clear statement that the declaration is being submitted pursuant to section 1316 of the National Flood Insurance Act of 1968, as amended.	Status	Click here to enter text.

Per 44 CFR 73.4(b), a valid 1316 RESCISSION request shall consist of:

Regulatory Requirement Description	Compliant	Evidence/ Comments
(1) The name of the property owner(s) and an address or legal description of the property sufficient to identify the property and to enable FEMA to identify the previous declaration.	Status	Click here to enter text.
(2) A clear and unequivocal statement by an authorized public body rescinding the declaration and giving the reason(s) for the rescission.	Status	Click here to enter text.
(3) A description of and supporting documentation for the measures taken...to bring the structure into compliance with the local flood plain management regulations.	Status	Click here to enter text.
(4) A clear statement that the public body rescinding the declaration has the authority to do so and a citation to that authority.	Status	Click here to enter text.