

URGENT: MANDATORY COMPLIANCE DEADLINE

Date: [Insert Date]

Property Owner Name: [Insert Owner Name]

Property Address: [Insert Coastal Property Address]

Parcel Number: [Insert APN/Parcel ID]

Subject: Notice of Mandatory Coastal Property Flood Risk Evaluation

Dear Property Owner,

This letter serves as official notification regarding the required Flood Risk Evaluation for coastal properties under [Insert Local Ordinance/Regulation Name].

Our records indicate that your property is located within a designated high-risk coastal flood zone. To maintain compliance with regional safety standards and insurance requirements, you are required to submit a certified Flood Risk Evaluation Report no later than **[Insert Deadline Date]**.

Requirements for Evaluation:

- Inspection must be conducted by a licensed structural engineer or certified surveyor.
- Evaluation must include current elevation certificates and sea-level rise projections.
- Assessment of existing flood barriers and structural mitigation measures.

Consequences of Non-Compliance:

Failure to submit the required evaluation by the deadline of [Insert Deadline Date] may result in:

- Administrative fines and penalties.
- Potential loss of flood insurance eligibility.
- A recorded notice of non-compliance against the property title.

Completed reports should be submitted via [Insert Submission Method - e.g., Online Portal/Email Address/Mailing Address].

If you have already completed this evaluation or believe this notice was sent in error, please contact the [Insert Department Name] at [Insert Phone Number].

Sincerely,

[Insert Name/Signature]

[Insert Title]

[Insert Department/Organization Name]