



Floodplain Development Permit Application

Permit Required: A Floodplain Development Permit is required for any proposed development activity on a property located within the Floodway or Floodway Fringe/Floodplain. City Ordinance 185.03 establishes the Flood Insurance Rate Map (FIRM) dated February 1, 2019 as the City's Official Floodplain Zoning Map. A Floodplain Development Permit shall be secured prior to any development activities, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation, drilling operations, fence/wall construction, or storage of equipment or materials.

The Floodplain Development Permit is required in addition to other permits and review processes. The Floodplain Development Permit requirement is intended to allow the City to monitor activities to ensure that Base Flood Elevations do not significantly change as a result of the development, buildings in the Floodway and Floodplain are constructed and maintained properly, and that substantially damaged/improved buildings are in compliance with current floodplain regulations.

****Please submit any Site Plans, Building Plans, and Certificates in duplicate along with this application for development in the Floodplain.**

Submittal Documents Checklist:

- ___ Floodplain Development Permit Application
- ___ Site Plans/Building Plans
- ___ Elevation Certificate/Floodproof Certificate (if applicable)
- ___ No-Rise Certificate (if applicable)
- ___ Copies of Federal or State Permits (USACE, Iowa DNR if applicable)



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APPLICATION DATE: _____

PERMIT #: _____

The undersigned hereby makes applications for a Permit to develop in a flood plain. The work to be performed, including flood protection works, is as described below and in attachments hereto. The undersigned agrees that all such work shall be done in accordance with the requirements of the City of Windsor Heights Code of Ordinances - Chapter 185 Floodplain Management and with all other applicable county/city ordinances and the laws and regulations of the State of Iowa.

OWNER/APPLICANT INFORMATION:

Applicant Name: _____

Applicant Address: _____

Applicant Phone: _____

Applicant E-Mail Address: _____

AUTHORIZED REPRESENTATIVE INFORMATION:

Representative Name: _____

Representative Address: _____

Representative Phone: _____

Representative E-Mail Address: _____

STREET ADDRESS: _____

LOT #: _____ SUBDIVISION: _____

LEGAL DESCRIPTION OF PROPERTY: _____

DESCRIPTION OF WORK TO BE DONE:



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TYPE OF DEVELOPMENT

FILLING ☐ GRADING ☐ EXCAVATION ☐ DRILLING ☐
PAVING ☐ ROUTINE MAINTANENCE ☐ FENCE/WALL CONSTRUCTION ☐
MINOR IMPROVEMENT ☐ SUBSTANTIAL IMPROVEMENT ☐ NEW CONSTRUCTION ☐
OTHER: _____

ESTIMATED PROJECT COST: _____

FLOODPLAIN INFORMATION:

Floodway Fringe/Floodplain: Yes ☐ No ☐ Floodway: Yes ☐ No ☐

If the project is in the Floodway Fringe/Floodplain, an Elevation Certificate or Floodproofing Certificate, as applicable, must be provided at a minimum based on the finished construction as-built building.

If the project is in the Floodway, a no-rise certificate must be provided prior to the issuance of a permit to develop, showing that the proposed development will result in NO increase in the Base Flood Elevation.

ELEVATION OF BASE FLOOD: _____

MINIMUM PROTECTION ELEVATION REQUIRED: _____

REQUIRED LOWEST FLOOR ELEVATION: _____

PROPOSED ELEVATION LEVEL FOR LOWEST FLOOR: _____

This permit is issued with the condition that the Lowest Floor (Including Basement Floor) of any new or substantially improved residential building will be elevated in accordance with applicable provisions of the City of Windsor Heights, Floodplain Management Ordinance (Ordinance Number 185.00). If the proposed development is a non-residential building, this permit is issued with the condition that the lowest floor (including basement) of a new or substantially improved non-residential building will be elevated or flood proofed in accordance with applicable provisions of the City of Windsor Heights, Floodplain Management Ordinance (Ordinance Number 185.00).



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PRINCIPAL USE: _____

ACCESSORY USE (STORAGE, PARKING, ETC.): _____

VALUE OF STRUCTURE: _____

IF BUILDING ADDITION, VALUE OF EXISTING STRUCTURE: _____

ADDITION OR MODIFICATION TO NON-CONFORMING USE: Yes ☐ No ☐

OTHER PERMITS REQUIRED?

Iowa DNR Floodplain Permit: Yes ☐ No ☐ Permit #: _____ Date Received: _____

US Army Corps of Engineers: Yes ☐ No ☐ Permit #: _____ Date Received: _____

All provisions of the City of Windsor Heights, Floodplain Management Ordinance (Ordinance Number 185.00) shall be complied with.

THIS PERMIT IS ISSUED WITH THE CONDITION THAT THE DEVELOPER/OWNER WILL PROVIDE CERTIFICATION BY A REGISTERED ENGINEER, ARCHITECT, OR LAND SURVEYOR OF THE "AS-BUILT" LOWEST FLOOR (INCLUDING BASEMENT) ELEVATION OF ANY NEW OR SUBSTANTIALLY IMPROVED BUILDING COVERED BY THIS PERMIT.

Plans and Specifications Approved this _____ Day of _____, 20 _____,

Signature of Developer/Owner

Authorizing Official