



Planning Services Department  
City Hall  
50 West 13<sup>th</sup> Street  
Dubuque, IA 52001-4805  
(563) 589-4210 phone  
(563) 589-4221 fax  
(563) 690-6678 TDD  
[planning@cityofdubuque.org](mailto:planning@cityofdubuque.org)

## FLOOD PLAIN DEVELOPMENT APPLICATION/PERMIT

Application # \_\_\_\_\_ Date \_\_\_\_\_

TO THE ADMINISTRATOR: The undersigned hereby makes application 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 Dubuque Flood Plain Management Ordinance and with all other applicable county/city ordinances and the laws and regulations of the State of Iowa.

(Owner or Agent) \_\_\_\_\_ (Date) \_\_\_\_\_ (Builder) \_\_\_\_\_ (Date) \_\_\_\_\_

(Address) \_\_\_\_\_ (Address) \_\_\_\_\_

Telephone # \_\_\_\_\_ Telephone# \_\_\_\_\_

1. Legal Description: \_\_\_\_\_  
Street Address: \_\_\_\_\_

2. Type of Development

Filling \_\_\_\_\_ Grading \_\_\_\_\_ Excavation \_\_\_\_\_ Routine Maintenance \_\_\_\_\_  
Minor Improvement \_\_\_\_\_ Substantial Improvement \_\_\_\_\_ New Construction \_\_\_\_\_

3. Description of Development \_\_\_\_\_

4. Premises: Area of Site: \_\_\_\_\_ sq. ft./acres Estimated cost: \$ \_\_\_\_\_

Principal Use: \_\_\_\_\_

Accessory Uses (Storage, parking, etc.): \_\_\_\_\_

5. Addition/modification to non-conforming use? Yes \_\_\_\_\_ No \_\_\_\_\_

Assessed value of structure \$ \_\_\_\_\_

6. Is property located in a designated Floodway (FW District)? Yes \_\_\_\_\_ No \_\_\_\_\_

IF ANSWERED YES, CERTIFICATION MUST BE PROVIDED PRIOR TO THE ISSUANCE OF A PERMIT TO DEVELOP, THAT THE PROPOSED DEVELOPMENT WILL RESULT IN NO INCREASE IN THE 100 YEAR (BASE) FLOOD ELEVATION.

7. Property located in a designated Floodway Fringe (FF) or General Flood Plain (FP)?

Yes \_\_\_\_ No \_\_\_\_ If yes, indicate which one: \_\_\_\_\_

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a. Elevation of the 100 year (Base) flood (identify source if other than FIRM): \_\_\_\_\_

b. Elevation of the proposed development site (natural ground): \_\_\_\_\_ MSL/NGVD

c.. Required elevation/floodproofing level for lowest floor: \_\_\_\_\_ MSL/NGVD

d. Proposed elevation/floodproofing level for lowest floor (inc. basement): \_\_\_\_\_ MSL/NGVD

e. Other flood plain information (identify and describe source) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THIS PERMIT IS ISSUED WITH THE CONDITION THAT THE LOWEST FLOOR (INCLUDING BASEMENT) OF ANY NEW OR SUBSTANTIALLY IMPROVED RESIDENTIAL BUILDING WILL BE ELEVATED AT LEAST 1.0 FOOT ABOVE THE 100-YEAR (BASE) FLOOD ELEVATION. 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 TO AT LEAST 1.0 FOOT ABOVE THE 100 YR. (BASE) FLOOD ELEVATION.

8. Other permits required?

Iowa Department of Natural Resources: Yes  No  If yes, permit # \_\_\_\_\_

Date Received: \_\_\_\_\_

Corps of Engineers: Yes  No  If yes, permit # \_\_\_\_\_

Date Received \_\_\_\_\_

Other: \_\_\_\_\_

All provisions of the City of Dubuque Flood Plain Management Ordinance (Ordinance 24-21) 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 \_\_\_\_\_

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(Signature of Developer/Owner)

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(Authorizing Official)

cc: Water Resources Section  
Iowa Department of Natural Resources  
Wallace State Office Building  
East 9th and Grand  
Des Moines, IA 50319

PLANNING SERVICES DEPARTMENT  
City Hall, 50 W. 13th Street, Dubuque, Iowa 52001 (563) 589-4210



## FEE SCHEDULE

Effective July 1, 2025



### DEVELOPMENT SERVICES APPLICATIONS

Billboard Inspection Fee per sign/year	\$ 62
Electronic Message Sign Inspection Fee per sign/year	\$ 62
Extension of Subdivision Bonding	\$ 42
Flood Plain Permit	\$ 190
Flood Way Permit	\$ 763
Limited Setback Waiver	\$ 153
Freestanding Solar Array Waiver	\$ 153
Sign Permit Reviews	\$ 46
Site Plan: Simple	\$ 230
Site Plan: Minor	\$ 410
Site Plan: Major	\$ 470
Simple Subdivision (Staff Review)	\$ 77
Simple Subdivision (Council Action Required)	\$ 510
Temporary Use Permit	\$ 184

### OTHER PLANNING SERVICES FEES

Copies	\$0.25/page *
Maps, Reports & Ordinances	\$15 to \$51/document
Verification Letter, Report (i.e. Zoning, IDOT)	\$ 77

### ZONING ADVISORY COMMISSION APPLICATIONS

Planned District, NEW (PUD) (ID)	\$ 920+ \$2/notice
Planned District, AMENDED (PUD) (ID)	\$ 765 + \$2/notice
Plat: Minor Subdivision	\$ 460 + \$20/Lot
Plat (FINAL): Major Subdivision	\$ 663
Plat (PRELIMINARY): Major Subdivision	\$ 663+ \$20 /Lot
Rezoning	\$ 663 + \$2/notice
Text Amendment	\$ 510
Waiver from Site Design Standards	\$ 460

### ZONING BOARD OF ADJUSTMENT APPLICATIONS

Appeal	\$ 255
Conditional Use Permit	\$ 561+ \$2/notice
Special Exception	\$ 200
Variance	\$ 561+ \$2/notice

### HISTORIC PRESERVATION COMMISSION APPLICATIONS

Design Review (including Economic Non-Viability & Demolition)	\$ 200
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