

City of North Liberty

Preliminary Site Plan Approval Form



Project Name:

Site Location (Address or Legal Description):

Attach Separate Sheet if Necessary

Existing Zoning District:

Proposed Zoning District (if applicable):

Project Description:

Applicant (contact person):

Company:

Mailing Address:

Email Address:

Phone:

Submittal Deadline: 1st working day of each month at 12:00`

Submittal Location: planning@northlibertyiowa.org

Fee: One acre or less - \$250. Over one acre - \$750

Reviewing Bodies: City staff, Planning Commission, and City Council

Please note that it will be necessary to represent your item at the Planning Commission and City Council meetings

Submittal Materials Requirements for All Submissions, as Appropriate:

- 1 completed copy of this application form
- Application fee
- Adobe Acrobat (PDF) digital file of the preliminary site plan.
- Adobe Acrobat (PDF) digital file of colored elevations for all sides of the buildings and/or structures See building elevation detail requirements below.
- Other information deemed necessary by the Planning Director for the review of the proposed project

Process: Staff will review the submittal and provide a draft report outlining any necessary changes around mid-month.

Preliminary Site Plan Approval Information and Submittal Requirements



Minimum Information for Site Plan Applications:

A scaled and dimensioned site plan drawn to a scale not less than one inch to one hundred containing the following:

- Date, north arrow and graphic scale
- A vicinity sketch showing the location of the property and other properties within 1,000 feet of it
- Property boundary lines, dimensions, and total area
- Contour lines at intervals of not more than five feet, City datum. If substantial topographic change is proposed, the existing topography shall be illustrated on a separate map and the proposed finished topography shown on the site plan
- The location of existing streets, sidewalks, easements, utilities, drainage courses
- The total square feet of building floor area, both individually and collectively
- Total number of dwelling units and the density of the development
- All structures and major features shall be fully dimensioned including distance between structures, distance between driveways, parking areas, property lines and building height
- Off-street parking areas, ingress and egress to the property, number of parking spaces proposed, number of parking spaces required by this code and type of surfacing
- Pedestrian walkways with special consideration given to pedestrian safety
- Recreation and open spaces, with special consideration given to the location, size and development of the areas in regard to adequacy, effect on privacy of adjacent living areas, and relationship to community wide open spaces and recreation facilities
- Walls, fences or other artificial features
- Trash and refuse enclosures
- The general drainage pattern and location of storm water detention features
- The general location, type and size of landscaping and ground cover illustrated in color perspective
- A rendering, elevation or photo of the proposed development
- Other information deemed necessary by the Code Official due to the scale of the development