



**Development Services Department**  
 230 W. Hickman Road  
 Waukeee, IA 50263  
 Phone: (515) 978-9533  
 Fax: (515) 987-1845

\*Information Required for Preliminary Plat Approval\*  
 Consistent with Land Subdivision Ordinance - Section 303.33-53

## PRELIMINARY PLAT CHECKLIST FOR PLANNING AND ZONING

**Name of Project:** \_\_\_\_\_ **Submittal Date:** \_\_\_\_\_

**Owner:** \_\_\_\_\_ **Engineer:** \_\_\_\_\_

**Fees Paid:**    **Y**    **N**                      **Amount Paid:** \$ \_\_\_\_\_

**Copy of site plan submitted to City engineer (Veenstra & Kimm)**                      **Yes**\_\_\_ **No**\_\_\_

**Required Information:**

- |  |        |       |        |
|--|--------|-------|--------|
| 1. Preliminary plat computer generated on sheets of paper not larger than 24" x 36" and scaled to (100) to (1") or larger.   | Yes___ | No___ | N/A___ |
| 2. Initial submittal date and all subsequent revision dates, scale and north point.  | Yes___ | No___ | N/A___ |
| 3. Location of plat by quarter section, township, range, and legal description.  | Yes___ | No___ | N/A___ |
| 4. Approximate total area of proposed subdivision included on plat.  | Yes___ | No___ | N/A___ |
| 5. Name(s) and address(s) of owner(s), subdivider and engineer.  | Yes___ | No___ | N/A___ |
| 6. Topographic map, reference to Cit datum showing contours at Minimum 2' intervals.   | Yes___ | No___ | N/A___ |
| 7. Water evaluations of adjoining lakes, rivers, and streams. <ul style="list-style-type: none"> <li>• High water elevation on all lots subject to flooding from creeks Or downstream culverts.</li> </ul>   | Yes___ | No___ | N/A___ |
| 8. Location and name of subdivision to be approved and owners of all adjoining parcels.  | Yes___ | No___ | N/A___ |
| 9. Present zoning district and adjacent property classifications.  | Yes___ | No___ | N/A___ |
| 10. Location, widths and names of all existing ( <i>within 100' of exterior boundaries</i> ): <ul style="list-style-type: none"> <li>• Platted or dedicated streets</li> <li>• Railroad and utility right-of-way</li> <li>• Water courses, drainage ditches</li> <li>• Permanent buildings and structures</li> <li>• Section and township lines</li> </ul> | Yes___ | No___ | N/A___ |
|  | Yes___ | No___ | N/A___ |
|  | Yes___ | No___ | N/A___ |
|  | Yes___ | No___ | N/A___ |
|  | Yes___ | No___ | N/A___ |

11. Location, size and flow elevations of existing and proposed  
(within 100' of exterior boundaries):
- Sanitary and storm sewers Yes\_\_\_ No\_\_\_ N/A\_\_\_
  - Locations and size of water mains, fire hydrants, culverts, etc. Yes\_\_\_ No\_\_\_ N/A\_\_\_
  - Location of drainage easements Yes\_\_\_ No\_\_\_ N/A\_\_\_
  - Easements for gas, electric, and telephone lines/poles  
and street lights Yes\_\_\_ No\_\_\_ N/A\_\_\_
12. Lengths and bearings of the exterior boundaries of land being subdivided. Yes\_\_\_ No\_\_\_ N/A\_\_\_
13. Location, width and name of all proposed streets, right-of-ways  
and easements. Yes\_\_\_ No\_\_\_ N/A\_\_\_
14. Street location compatible with land use on the opposite side of  
the intersection. Yes\_\_\_ No\_\_\_ N/A\_\_\_
15. Location, type and size of subdivision signs (compliance with zoning) Yes\_\_\_ No\_\_\_ N/A\_\_\_
16. Location of all proposed sidewalks. Yes\_\_\_ No\_\_\_ N/A\_\_\_
17. Location of street signs. Yes\_\_\_ No\_\_\_ N/A\_\_\_
18. Approximate dimensions of all lots. Yes\_\_\_ No\_\_\_ N/A\_\_\_
19. Approximate radius of all curves and lengths of all tangents. Yes\_\_\_ No\_\_\_ N/A\_\_\_
20. Approximate finish grades of all streets and surface drainage  
facilities. Yes\_\_\_ No\_\_\_ N/A\_\_\_
21. Approximate location and area of all property to be dedicated to  
public use. Yes\_\_\_ No\_\_\_ N/A\_\_\_
22. Are public water supply and sanitary sewers available. Yes\_\_\_ No\_\_\_ N/A\_\_\_
- (if no) type of water supply and sewage treatment proposed. Yes\_\_\_ No\_\_\_ N/A\_\_\_
23. Feasibility report of common water and sewage facilities for final plat. Yes\_\_\_ No\_\_\_ N/A\_\_\_
24. Percolation test results, minimum of (1) per acre. Yes\_\_\_ No\_\_\_ N/A\_\_\_
25. Soil analysis obtained from US Dept. of Agriculture, Natural  
Resources Conservation Service or registered geotechnical engineer. Yes\_\_\_ No\_\_\_ N/A\_\_\_
26. Any special agreements are in written form. Yes\_\_\_ No\_\_\_ N/A\_\_\_