



Community Development Department
 204 W. Hickman Road
 Waukee, 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
 COSESCO Ordinance – Code Section 204B

PRELIMINARY PLAT CHECKLIST

Name of Project: _____ **Submittal Date:** _____

Owner: _____ **Engineer:** _____

Fees Paid: Yes No **Amount Paid:** \$ _____

► **PDF of entire submittal provided to Staff Contact** Yes No

Required Information:

- | | | | |
|---|--------|-------|--------|
| 1. Preliminary plat computer generated on sheets of paper not larger than 34" x 22" and scaled to (60") 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 in metes and bounds. | 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 City datum showing contours at Minimum 2' intervals. | Yes___ | No___ | N/A___ |
| 7. Water evaluations of adjoining lakes, rivers, and streams.
• High water elevation on all lots subject to flooding from creeks
Or downstream culverts. | 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>):
• Platted or dedicated streets
• Railroad and utility right-of-way
• Water courses, drainage ditches
• Permanent buildings and structures | Yes___ | No___ | N/A___ |
| | Yes___ | No___ | N/A___ |
| | Yes___ | No___ | N/A___ |
| | Yes___ | No___ | N/A___ |

- Section and township lines 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___
 - Finished grade spot elevations at all locations where an overland flowage easement crosses a property line, including locations where said easements run to the street 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 association signs (compliance with zoning) Yes___ No___ N/A___
 16. Location of all proposed sidewalks/trails (5' sidewalk/10' trail). Yes___ No___ N/A___
 17. Location of street signs (if applicable). 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 entire site including streets and surface drainage facilities. Yes___ No___ N/A___
 21. Storm water computations addressing the storm water management of plat improvements and any tributary areas to the plat. Yes___ No___ N/A___
 22. Conceptual detention facilities and 100-year flood elevation(s) illustrated on the plat. Yes___ No___ N/A___
 22. Approximate location and area of all property to be dedicated to public use including Parkland Dedication. Yes___ No___ N/A___
 23. 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___
 24. Feasibility report of common water and sewage facilities for final plat. Yes___ No___ N/A___
 25. Percolation test results, minimum of (1) per acre. Yes___ No___ N/A___
 26. Soil analysis obtained from US Dept. of Agriculture, Natural Resources Conservation Service or registered geotechnical engineer. Yes___ No___ N/A___
 28. Any special agreements or traffic studies in written form. Yes___ No___ N/A___