



Date Filed _____

Fee: \$150.00 nonrefundable

City Hall: 402 6th Street
 PO Box 818 Durant IA 52747
 (563) 785-4451

**CITY OF DURANT
 SITE PLAN REVIEW APPLICATION**

OWNER OF PROPERTY: _____

COUNTY PARCEL NUMBER/LOT NUMBER: _____

To the Chairman, Planning and Zoning Commission:

I HEREBY REQUEST a site plan review.

Description of Proposed Structure

1.) Size of building at street level: Width _____(ft) Depth _____(ft)
 Height _____(ft) Number of stories _____

Type of building proposed: _____

2.) Please check appropriate description:

Residential: Single Family Dwelling _____ Multi-family dwelling _____ (qty)

Industrial or commercial: # employed Presently _____ Proposed _____

3.) Current zoning of property: (Circle one)

- | | | |
|---------------------|-----------------------|-----------------------|
| R1-Single Family | R1A Single & 2 family | R2 Multiple Family |
| R3 Mobile Home | C1 Central Commercial | C2 General Commercial |
| I1 Light Industrial | I2 Heavy Industrial | |

4.) Character of construction- (Circle one) Frame Brick Other

5.) Lot Size (ft) Width _____ Depth _____

Briefly describe or attach a written statement to the purpose of the appeal. Also attach a detailed drawing of the plans and sectional drawings of the proposed building and location on the lot. Also show all existing structures on drawing:

Proposed completion date _____.

I hereby certify that all of the above information and papers submitted herewith are true and accurate.

_____ Date: _____
 Signature of Applicant

FOR ADMINISTRATIVE USE ONLY

Date of Hearing _____ Date of publication for hearing _____

Decision of the Planning and Zoning Commission: Approved Denied

Reasons or remarks:

ARTICLE VII

SITE PLAN REQUIREMENTS

8-1-36 SITE PLAN REQUIREMENTS. A site plan is a graphic display which visually shows what is proposed to be developed on a particular piece of property. It is intended to assist a developer and/or property owner by illustrating and clarifying to City Staff, City Council, the Planning Commission and/or Board of Zoning Adjustment, and other interested parties what is being proposed on a property. The site plan is to assure that the design and location of commercial and industrial areas, including special uses as outlined herein, will be in conformance with the zoning standards of this ordinance, will be well designed, and will be respecting of neighboring property interest. The site plan shall be submitted for approval by the City Council after review and recommendation by the Planning and Zoning Commission. Special uses reviewed by the Board of Adjustment will include the submittal and review of a site plan as well to ensure compatibility with adjoining uses which may include residential as well as neighboring commercial, industrial, or public use.

SECTION 700. PROCEDURE.

- a. Whenever any person, firm, corporation or other group wishes to develop any tract, lot or parcel of land within the City of Durant, located in the RT-1, C-1, C-2, I-1, or I-2 zoning districts, he shall cause to be prepared a site plan of such development and shall submit ten (10) copies of said site plan to the City Clerk. The provisions of this section shall also be applicable to the redevelopment, enlargement or extension of any commercial or industrial uses and structures existing at the time of adoption of this ordinance including special uses as allowed. The site plan shall contain such information and data as outlined herein.
- b. The City Clerk shall refer a copy of the site plan to the City Planner, City Engineer, or such other person as shall be designated from time to time by the City Council, who shall review said site plan as to its compliance with the ordinances of the City, its effect upon public utilities and the public street system, and submit his/her findings as soon as possible to the Planning and Zoning Commission.
- c. The City Clerk shall also forward a copy of the site plan to each member of the Planning and Zoning commission. The Planning and Zoning Commission shall, after receiving the engineer's report, review the site plan for conformity with the regulations and standards contained herein, and may confer with the developer on changes deemed advisable in such site plan.
- d. The Planning and Zoning Commission shall forward its recommendation either for approval or disapproval of the site plan to the City Council within forty-five (45) days of the date of the submission of the said site plan. If the commission does not act within forty-five (45) days, the site plan shall be deemed to be approved by the Commission unless the developer agrees to an extension of time.
- e. The Commission may, in its discretion, hold a public hearing on the site plan of the proposed development and prescribe the notice thereof and to whom such notice shall be given.

- f. The City Council shall, upon receipt of the recommendation of the Planning and Zoning Commission, either approve or disapprove the site plan of the proposed development.
- g. No building permit or certificate of occupancy for any structure within any district within which a site plan is required shall be issued until the site plan has been approved as provided herein.
- h. Upon final action by the Planning & Zoning Commission on any site plan, a copy of said site plan with the action of the Planning & Zoning Commission noted thereon and signed by the chairperson of the commission shall be filed with the City Clerk.
- i. If the Zoning Administrator finds that any construction or proposed construction or occupancy of a development on a tract of land for which a site plan has been approved will not substantially comply with the site plan as approved or if he finds that the construction and development of the tract is not being carried out in accordance with the development schedule filed with the site plan, he shall suspend all building permits for the development and order all construction stopped until such time as the owner of the project, or his successors in interest, shall have provided him with proof satisfactory to him that the site plan will be complied with. The zoning administrator shall not issue a certificate of occupancy for any structure within the development while the building permit for the development has been suspended pursuant to this paragraph. Any person aggrieved by any decision or action of the Zoning Administrator under this paragraph may appeal such action or decision to the Board of Adjustment.
- j. If the owner or developer of a tract of land for which a site plan has been approved determines that an extension of time is necessary or that a modification of the site plan would provide for a more appropriate or more practicable development of the site, he may apply for an amendment of the site plan. The Planning and Zoning Commission may grant an extension of time or a modification of a previously approved site plan if it determines that such modification of the site plan would provide for a more appropriate development of the site.

SECTION 701. SITE PLAN REVIEW. In reviewing a proposed site plan, the City Council and the Planning and Zoning Commission shall consider the location of the buildings on the site with respect to vehicular and pedestrian traffic to and from the buildings, traffic between the site and abutting streets, suitable layout and adequate provisions for off-street parking and loading, with due consideration given to the provision of traffic islands, pedestrian ways and landscaping within the parking area, provision for necessary screening between adjacent properties and the site, location and display of traffic signs to promote traffic patterns, location and display of business signs so as not to distract or confuse motorists and location and display of outdoor advertising so as to provide adequate visibility within the site during hours of night operation but not to have adverse effects on surrounding properties.

SECTION 702. SITE PLAN REQUIREMENTS. All site plans shall be drawn at a scale not less than 1"=50'. Ten (10) copies of the site plan shall be submitted to the City Clerk. The purpose of the site plan is to show all information needed to enable the engineer, Planning and Zoning Commission and the City Council to determine if the proposed development meets the requirements of this ordinance.

SECTION 703. INFORMATION REQUIRED. The site plan required shall include the following information concerning the proposed development.

- a. Names of all persons having an interest in the property, legal description of property, point of compass, scale and date.
- b. Applicant's name, planned land use and present zoning.
- c. If the applicant is other than the legal owner, the applicant's interest shall be stated.
- d. Name and address of person who prepared the site plan.

SECTION 704. REQUIRED ILLUSTRATIONS. The site plan shall clearly set forth the following information concerning the proposed development:

- a. Property boundary lines, dimensions and total area of the proposed development.
- b. Contour lines of the proposed development at intervals of not more than five (5) feet. If substantial topographic change is proposed, the existing topography of the development and of the surrounding area shall be illustrated on a separate map, and the proposed finished topography shown on the site plan.
- c. The availability, location, size and capacity of existing utilities, and of proposed utilities.
- d. The proposed location, size, height, shape, use and architectural theme of all buildings or structures in the proposed development.
- e. The total square footage of building floor area, both individually and collectively in the proposed development.
- f. Existing buildings, rights-of-way, street improvements, railroads, easements, drainage courses and streams.
- g. Location, number, dimensions and design of off-street parking in the proposed development, including:
 1. Driveways
 2. Striping and safety curbs,
 3. Loading facilities,
 4. Type and location of lighting, and
 5. Surface treatment.
- h. Open spaces, yards, recreational areas, walkways, driveways, outside lighting, walls, fences, monuments, statues, signs and other man-made features to be used in the landscape of the proposed development.
- i. Facilities for the collection and disposal of garbage and trash.
- j. Location and type of all plants, grass and trees to be used in the landscape of the proposed development. Landscaping to be used for screening purposes shall be illustrated in elevation as well as plan, with the approximate size and name of plants, shrubs or trees to be planted clearly indicated.
- k. Location of entrances and exits from the proposed development onto public streets, and interior drives and proposed sidewalks in the development.
- l. Proposed drainage facilities and provisions for flood control, if applicable.
- m. The location, height and area of all signs (directional signs, identification signs, or temporary signs) in the proposed development.

SECTION 705. EXPIRATION OF APPROVAL. All site plan approvals shall expire and terminate one hundred eighty (180) days after the date of Council approval unless a building permit has been issued for the construction provided for in the site plan. The City Council may, upon written request by the developer, extend the time for the issuance of a building permit for sixty (60) days. In the event the building permit for the construction provided for in a site plan expires or is cancelled, then such site plan approval shall thereupon terminate