



Application for Site Plan Review

Revised 2023

PO Box 247

Walcott, Iowa 52773-0247

Phone: 284-6571 Fax: 284-6984

Zoning Administrator: Paul Stagg, 563.284.6571 x11

DATE: _____

PROPERTY PARCEL NO. _____

PROPERTY ADDRESS: _____

PROPERTY ZONING: _____

PROPERTY LOT SIZE: _____

\$100.00 APPLICATION FEE (for 5 acres or less)

\$150.00 APPLICATION FEE (for more than 5 acres)

The actual cost of the engineering fees related to the improvements shall be charged to the applicant.

APPLICANT:	Name: _____	Phone: _____
	Address: _____	
PROPERTY OWNER:	Name: _____	Phone: _____
	(if different)	
CONTACT PERSON:	Name: _____	Phone: _____
	(if different)	

The following must be submitted with the application 13 working days prior to the scheduled Planning & Zoning Commission meeting to be considered for approval at that meeting:

- 20 copies of the Site Plan (11 copies of 50 to 1" scale, 8 copies of 11" x 17", and 1 electronic copy)
- 2 copies of Water Detention Plan (1 electronic)
- Application fee
- Legal description of Site Plan

It is the applicant's sole responsibility to obtain notification signs from the Planning Department and post them on the property at least 10 days prior to the Public Hearing. The applicant must also ensure that the signs remain posted for the entire 10 day period. Failure to do so may delay action by the Planning and Zoning Commission.

Date: _____

Signature of Applicant

Signature of Property Owner (if different)