



City of Council Bluffs, Iowa
209 Pearl Street
Council Bluffs, Iowa 51503
Phone: 712-890-5350 Fax: 712-328-4915

APPLICATION – DEVELOPMENT PLAN

- PLANNED COMMERCIAL DEVELOPMENT PLAN (PC)**
 - ADOPTION**
 - AMENDMENT**
- PLANNED RESIDENTIAL DEVELOPMENT PLAN (PR)**
 - ADOPTION**
 - AMENDMENT**
- PLANNED INDUSTRIAL DEVELOPMENT PLAN (PI)**
 - ADOPTION**
 - AMENDMENT**

A pre-application meeting is required prior to submittal

A. General information

1. Applicant:
 Name: _____
 Address: _____
 City/State/Zip: _____
 Phone/Fax/E-Mail Address: _____
 Status: Property Owner Legal Option Holder Contract Purchaser Auth Agent

2. Property Owner: (If not the same as applicant above)
 Name: _____
 Address: _____
 City/State/Zip: _____
 Phone/Fax/E-Mail Address: _____

3. Represented by:
 Name: _____
 Address: _____
 City/State/Zip: _____
 Phone/Fax/E-Mail Address: _____
 Status: Property Owner Legal Option Holder Contract Purchaser Auth Agent

- An application may be filed only by the owner(s) of the property or by a person authorized by the owner. Proof of that authorization must accompany the application.
- If more than one property owner is involved, please attach additional names and addresses to this application.
- I certify that the information presented with this application is true and correct to the best of my knowledge.

Signature Print Name Address

Signature Print Name Address

Please note that your application will not be accepted or there may be a delay in processing by the Community Development Department if any of the required information or materials are missing or improperly presented. In order to ensure that a complete application is provided and to avoid unnecessary delays in processing, please submit all required materials, i.e. signed application, fees, exhibits and/or site plans, special studies if applicable. If you have any questions regarding this application or required materials, please contact the Community Development Department at (712) 890-5350 between 8:00 a.m. and 5:00 p.m., Monday through Friday. Municipal Code available on line at www.councilbluffs-ia.gov.

B. Project Information: See also Chapter 15.18 (PC), Chapter 15.28 (PR) or Chapter 15.19 (PI) of the Municipal Code - for specific requirements.

1. Development Name: _____
2. Address or location of property: _____
3. Legal Description: (attach survey if necessary) _____

4. Land Area: _____ (acres)
5. Zoning: Current: _____ Proposed: _____
6. Land Use: Current: _____ Proposed: _____
7. Letter of Intent stating proposed uses, improvements necessary to serve the development, construction period and phasing.
8. Fully dimensioned site/development plan signed and sealed by the professional preparing the plan, including the following:
 - a. Location map showing the proposed development and its relationship to existing subdivisions, streets, schools, parks and commercial areas.
 - b. All established floodway or floodway fringe encroachment areas.
 - c. Soils and drainage report prepared by an engineer with a suitability recommendation.
 - d. Existing and proposed contour intervals of not more than 5 feet.
 - e. Location and width, name, grade and typical cross sections of all proposed streets and pedestrian ways within the development.
 - f. Location, width and names of other public ways, railroad right-of-way, utility and other easements existing and proposed within the development and within 200 feet.
 - g. Traffic study, if required.
 - h. Layout, number and dimensions for proposed lots.
 - i. Location of all existing and proposed structures, parking areas, vehicular and pedestrian access and their relationship to the public street.
 - j. Proposed landscaping plan.
 - k. Proposed signage plan.
 - m. Architectural drawings, renderings or other documents illustrating building design and materials.
 - n. Photographs, drawings and/or other supplemental information as requested by the Community Development Department to fully describe the site.
9. 10 copies and one reduction, (no larger than 8½” x 11” or 8½” x 14”) with an electronic copy of the proposed development.
10. Include nonrefundable filing fee: \$500 + \$10.00 per acre
Please make check payable to the Council Bluffs Treasurer.

For Office Use Only

Case Number: _____

Planning Commission: _____

Published: _____

Action: _____

Date Complete Application Received: _____

City Council: _____

Published: _____

Action: _____

Associated Case Numbers: _____

Check Number/Amount: _____

Comment(s): _____