



REQUEST FOR SITE PLAN REVIEW

Applicant's name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Address or general location of development: \_\_\_\_\_

Legal description of development: \_\_\_\_\_

Contact person: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Owner's name if different from applicant: \_\_\_\_\_

Owner's address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Owner's signature \_\_\_\_\_

Developer's/option holder's signature \_\_\_\_\_

*It is the applicant's sole responsibility to obtain notification signs at no charge from the Planning Department and post them on the property at least 10 days before 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.*

Signs received by \_\_\_\_\_

Date \_\_\_\_\_

For office use only:

\_\_\_\_\_ Application – 1 copy

\_\_\_\_\_ Landscape plan – 12 copies

\_\_\_\_\_ Site plan – 12 copies

\_\_\_\_\_ Storm water detention plans and calculations – 2 sets

\_\_\_\_\_ Reduced (8 1/2" x 14") copy of site plan and landscape plan – 1 set

Date filed: \_\_\_\_\_ Fee paid: \$ \_\_\_\_\_

Application received by: \_\_\_\_\_

**Filing Fees:** \$50 5 acres or less  
\$100 More than 5 acres

**Information on site plan:**

The purpose of the site plan is to show the facts needed to enable the Planning and Zoning Commission and City Council to determine whether the proposed development meets the City requirements. The site plan at a scale of one inch equals twenty (20) feet [1:240] or larger, shall be prepared by an engineer, landscape architect, urban planner, or other similar professional and shall include the following:

- \_\_\_\_\_ 1. Existing grading and proposed grading at two (2) foot contours.
- \_\_\_\_\_ 2. Proposed street and existing street with both paving and right-of-way indicated.
- \_\_\_\_\_ 3. All utility easements, both privately owned and municipal, and any proposed.
- \_\_\_\_\_ 4. Outline of proposed or existing building on the site.
- \_\_\_\_\_ 5. Proposed or existing paving or surfaced area for driveways or parking lots, or other uses for durable surface.
- \_\_\_\_\_ 6. All required linear yard dimensions of the requested district and those provided if different from required.
- \_\_\_\_\_ 7. The number of parking spaces required and number provided.
- \_\_\_\_\_ 8. Location and name of adjoining subdivisions, subdivision lots therein, and names of the adjoining landowners.
- \_\_\_\_\_ 9. Zoning district classification; type of water supply and sewage disposal and storm sewer disposal.
- \_\_\_\_\_ 10. Proposed or existing sidewalk locations and easements, if appropriate.
- \_\_\_\_\_ 11. Proposed and existing landscaping and other existing natural features.
- \_\_\_\_\_ 12. Proposed or existing sign location and sign height.
- \_\_\_\_\_ 13. Location map, locating the site within the City of Bettendorf.
- \_\_\_\_\_ 14. Identification of existing and proposed plats and development on adjacent property as well as the location of existing and proposed signs within one hundred ( 100) feet of the site.
- \_\_\_\_\_ 15. Proposed or existing property lines.
- \_\_\_\_\_ 16. Proposed or existing fencing and identification of the type and height of fence.
- \_\_\_\_\_ 17. Proposed or existing access or other easements.
- \_\_\_\_\_ 18. Locations of proposed or existing manholes, drainage intake, fire hydrants, utility pole anchors and guides.
- \_\_\_\_\_ 19. Front, side, and rear setbacks.
- \_\_\_\_\_ 20. Key plan, legend, notes and legal description.
- \_\_\_\_\_ 21. The scale, north point and date.
- \_\_\_\_\_ 22. Proposed and existing features not otherwise mentioned, such as specific recreational areas and equipment, water retention areas, ponds, waterways, etc.
- \_\_\_\_\_ 23. Perspective drawing of the site showing concept described in the site plan, specifically representing the building and sign appearance and contour effect of the site.
- \_\_\_\_\_ 24. Elevation plans for exterior vertical and horizontal design of the buildings and sign which are being contemplated.
- \_\_\_\_\_ 25. Construction plans for public or private improvements for streets and sewer in accordance with the procedures of Chapter 28 of the Bettendorf Municipal Code.
- \_\_\_\_\_ 26. Legal documents such as but not limited to homeowners' association, restrictive covenants, agreement contracts or other documents necessary to insure the concept involved. (Ord. 15-79, 5-15-1979)
- \_\_\_\_\_ 27. Fire hydrant locations – existing and proposed (showing distances).
- \_\_\_\_\_ 28. Size of water main.
- \_\_\_\_\_ 29. Building construction type – per the 2009 International Building Code.
- \_\_\_\_\_ 30. Building area – each floor and total for entire building.
- \_\_\_\_\_ 31. Occupancy type(s) – per the 2009 International Building Code.
- \_\_\_\_\_ 32. Is building to be equipped with automatic fire sprinkler system and/or standpipe system? If so, indicate location of fire department connection(s).
- \_\_\_\_\_ 33. Street width – public, on-site, and fire lanes.
- \_\_\_\_\_ 34. Turning radii, turnarounds, access grades, height of overhead obstructions.
- \_\_\_\_\_ 35. Names, addresses, and phone numbers of the architect, developer, and owner.

**Note:** Items 27 through 32 are required in order to determine fire hydrant and water flow requirements. Items 33 and 34 are used to determine if accessibility is adequate for fire apparatus.

**\*All above mentioned items (with the exception of items 27-35) are in accordance with Section 18.92 of the Zoning Ordinance.**