



For Office Use Only	
Date Filed	_____
Fee	\$ _____
Receipt #	_____
Case #	_____
Task #	_____

# ZONING APPLICATION

- Zone amendment from \_\_\_\_\_ to \_\_\_\_\_
- Text Amendment
- Planning Unit Development
- Site Plan Review
- Sign Permit
- Comprehensive Plan Amendment

### Property Owner

Name \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_ Phone # \_\_\_\_\_

### Applicant

Name \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_ Phone # \_\_\_\_\_

### Representative

Firm Name \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_ Phone # \_\_\_\_\_

### Contact

Name \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_ Phone # \_\_\_\_\_

E-Mail Address \_\_\_\_\_

General Location/Address \_\_\_\_\_

Legal Description \_\_\_\_\_

Currently Zoned: \_\_\_\_\_

\*\*\*\*\*

Proposed Use Type \_\_\_\_\_ Existing Use \_\_\_\_\_  
 (Section 165.05.14 Use Matrix)

Description of the Proposed Use(s) \_\_\_\_\_

### Site Summary Information

- |                                |               |                                     |               |
|--------------------------------|---------------|-------------------------------------|---------------|
| a. Total Site Area             | _____ Sq. Ft. | g. Total Paved Area                 | _____ Sq. Ft. |
| b. Building Coverage           | _____ Sq. Ft. | h. Number of Parking Stalls         |               |
| c. Maximum Building Height     | _____ Ft.     | i. Number of Handicapped Stalls     |               |
| d. Number of Residential Units | _____         | j. Parking Lot Area                 | _____ Sq. Ft. |
| e. Non-Residential Use Area    | _____ Sq. Ft. | k. Interior Parking Lot Landscaping | _____ Sq. Ft. |
| f. Accessory Use Area          | _____ Sq. Ft. | l. Sign Permit – Sign Area          | _____ Sq. Ft. |

If you have any questions about this application, please contact the City at 563-875-7724.

Owner's Signature \_\_\_\_\_

Owner/Applicant Signature  
 (If not the property owner, the applicant certifies with this signature to be the authorized agent of the property owner.)

Date Submitted \_\_\_\_\_

Print or Type Name of Applicant \_\_\_\_\_

## ZONING APPLICATION

The procedures for all zoning applications are listed in the Dyersville Code of Ordinances, Chapter 165. The application review procedure will not begin until a complete application is submitted to the City, according to Chapter 165 of the Dyersville Code of Ordinances. **Incomplete Applications Cannot Be Processed. Call the City at 563-875-7724 for meeting dates and deadlines.**

### Site Layout

Use this checklist to provide a general site plan, drawn to scale with dimensions, as a part of all zoning applications required for site plan review, planned unit developments, and sign permits. The site plan is required to show the following, however, the City may waive items for inclusion after a pre-application meeting:

- \_\_\_\_\_ The date, scale, north point, title, name of owner and name of the person preparing the plan.
- \_\_\_\_\_ The location and dimensions of boundary lines, easements, and setbacks of all existing and proposed buildings and parking areas from the boundary lines.
- \_\_\_\_\_ The location, size, height, and use of proposed and existing structures on the site.
- \_\_\_\_\_ The location of major site features, including drainage systems with existing and proposed contour lines to display proposed grading, but in no case greater than at 5-foot intervals, and 2-foot intervals for PUD applications.
- \_\_\_\_\_ The location of all proposed site improvements, including parking and loading areas, pedestrian and vehicular access, sewers, sidewalks, utilities, service areas, fencing, screening, landscaping, and lighting.
- \_\_\_\_\_ Landscape concept plan showing location and type of existing trees over 6 inches in diameter and proposed plantings, berms, bufferyards, screening, fencing, and lighting schemes.
- \_\_\_\_\_ For a sign permit include the location of the sign, schematic design, dimensions, and total sign area.
- \_\_\_\_\_ Any other information that may be required for review by the Administrator, or his/her designee, such as stormwater management plans, utility plans, landscaping plans, architectural elevations, and off-site improvements.

### Site Plan and Planned Unit Development Applications

Please submit additional pages describing the proposed uses and site design. This should include information about the hours of operation, number of employees and clients, type of programming or services, traffic expected to be generated, use of landscaping/buffering when applied, a development schedule, and any other information showing compatibility between the proposed development, surrounding land uses (existing or planned), and the natural environment.

### Application Checklist

- Completed and Signed Application Form
- Filing Fee (Check with the City Administrative Office)
- Dimensioned and Labeled Site Layout
- Supplemental Narrative Material

**ZONING APPLICATION**

Planning & Zoning Meeting: \_\_\_\_\_ Approved \_\_\_ Denied \_\_\_ Tabled \_\_\_

\_\_\_\_\_  
Chairperson Signature

City Council Date: \_\_\_\_\_ Approved \_\_\_ Denied \_\_\_ Tabled \_\_\_

Resolution # \_\_\_\_\_

Task # \_\_\_\_\_