

**City of Hiawatha
Community Development Department
Development & Code Enforcement
Preliminary Plat Submittal Checklist**

Preliminary Plat fees not requiring plan of improvement: \$150.00

Preliminary Plat fees requiring plan of improvement: \$300.00

Name of Plat:	Completed	Not Completed
Date:		
The plat is marked "Preliminary Plat"		
Title, scale, north point and date		
Name: Proposed name of subdivision		
Scale and graphic bar scale, north arrow, scale 1"=100' or larger, 25 copies req.		
Owner & planner: name & address of owner and name & address of person preparing plan		
Key map: showing general location of proposed subdivision in relation to surrounding development		
Names & locations of adjacent subdivisions & the names of record owners & location of adjoining parcels of unplatted land		
Existing features: location of property lines, streets and alleys, easements, buildings, utilities, watercourses, tree masses, and other existing features affecting plat		
Zoning: existing & proposed zoning of proposed subdivision & property		
Contours: at vertical intervals of not more than 5 feet unless unusual circumstances, when contours at vertical intervals of 2 feet may be required		
Legal description		
Boundary lines: boundary of the area shown as a dark line, with approximate length of boundary lines and the approximate location of property in reference to known section lines		
Lots: layout, numbers and approximate dimensions of proposed lots		
Streets: location, width, dimensions and preliminary alignment and grades of all streets and alleys proposed to be dedicated for public use		
Street name: proposed names for all streets in area being platted		
Utilities: present and proposed utility systems, including sanitary and storm sewers, other drainage facilities, water lines, gas mains, electric utilities, etc.		
Easements: showing locations and widths, purposes and limitations, letters from appropriate utilities		
Public uses: parcels of land proposed to be dedicated or reserved for schools, parks, playgrounds, or other public semi-public or community purposes, or shown for such purpose in the comprehensive plan or other adopted plans		
Protective covenants: summary description of any of these or private restrictions to be incorporated in the final plat		
Drainage: proposed storm water drainage route		
Other:		
Fee: preliminary plats= \$15.00@ acres min. \$150.00 , final plats= \$15.00 an acre, \$125.00 min		
Authorization from Auditor's Office for approval of plat name		