

410 SE Main Street, Suite 102, Grimes, Iowa 50111

P: 515.986.4050 | F: 515.986.4480

PUBLIC CONSTRUCTION DRAWINGS APPLICATION

Please read application thoroughly. The City has the right to refuse an incomplete application.

Application Packet



1. <u>Application Packet.</u> Be *sure to complete and submit <u>all the required materials</u>* that are a part of this Application Packet. Failure to do so will result in a delay in accepting your application until it is complete.

2. What must be submitted?

➤ One (1) completed and signed Application Form & Application Fee submitted to:

City of Grimes

Attn: Rachel Greving, Development Services Coordinator 410 SE Main St, Ste. 102 Grimes, Iowa 50111

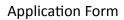
One (1) PDF Public Construction Drawings

□ Alex Pfaltzgraff, Development Services Director: apfaltzgraff@grimesiowa.gov
 □ Rachel Greving, Development Services Coordinator: rgreving@grimesiowa.gov
 □ Evann Martin, Assistant Planner: emartin@grimesiowa.gov

Application Fee (See fee schedule)

3. What is the process?

- > Submit the Public Construction Drawings Application Packet (PDF). Staff & City Engineer will review plans and provide a comment letter to the applicant for revision & resubmittal.
- > Public Construction Drawings are reviewed administratively and do not require public hearings before the Planning & Zoning Commission or City Council.





Project Information:		
Project Address:		
Legal Description:		
Project Name:		
Project Description:		
Property Owner:	Applicant:	
Name:	Name:	
Address:	Address:	
Phone:	Phone:	
Email:	Email:	
permits, IDNR permits, etc.	all other applicable permits such as building permits, IDOT access	
I (We) certify that I (we) have submitted all the required information to apply for approval and that the information is factual.		
Signature of Property Owner	Date	
(Note: No other signature may be substituted for the Property Owner's signature.)		
Signature of Applicant	Date	
Application Fee:	(Check to "City of Grimes")	

Application Packet



Public Construction Drawings Checklist

General Information

	Public Construction Drawings, drawn to scale on a sheet not to exceed 24"x 36". PDF submittal is required until the construction drawings are approved by Development Services staff. Once approved, submit 1 PDF of the construction drawings.			
	The Public Construction Drawings must be prepared by a Civil Engineer, a Land Surveyor, a Landscape Architect, or an Architect.			
	Name(s) and address(es) of the applicants). Name(s) and address(es) of the owner(s) of record of the property. Name and address of the person or firm preparing the site plan.			
	Property address(es).			
	Date of preparation, North arrow, Vicinity sketch (1"=500'), Scale between 1"=10' and 1"=60', unless an alternate scale is approved by the City Engineer.			
	Construction schedule			
	Legal Description			
	Dimensions of the present lot and lot area to the nearest tenth of a foot			
	Approximate area to be disturbed to the nearest tenth of a foot			
	Zoning designation (State if the property is within an Overlay District or PUD)			
	Pedestrian connectivity			
	ROW widths, dedications, road improvements, and turn lanes			
	Driveway alignment/placement. Show relation to corresponding/adjoining driveways			
<u>Utilities Information</u>				
>	Existing and proposed location and size of sanitary sewer mains and service lines, or septic tank and leaching field. Additionally, the following information shall be depicted: Detailed connection information (existing stub or core into existing manhole) Manhole types, sizes, and castings Slope of proposed sewer Flowline of sewer Cleanout locations at a minimum of 90 feet spacing			
>	Existing and proposed location and size of water mains, service lines and hydrants, and/or water well. Additionally, the following information shall be depicted: Connection details (tapping valve and sleeve, existing service stub, bore under road, etc.)			

Curb stop locations





	 ☐ Hydrant coverage (buildings must be protected along a 150' route) ☐ Hydrant placed within 100' of the Fire Department Connection (FDC) ☐ FDC may not be obstructed by parking, landscaping, or any other site feature ☐ Location of the sprinkler control room ☐ Knox Box location 	
>	Existing and proposed location of electrical service and the location of high-pressure gas lines, high-tension transmission lines, and telephone lines. Additionally, the following information shall be depicted: Screening of transformer, screening of mechanical equipment	
>	Existing and proposed location and size of storm drainage facilities on the property and adjacent to the property. Additionally, the following information shall be depicted: Connection details (existing stub or connection to existing intakes). Storm sewer intakes (types and types of castings). Storm sewer pipe (slope, pipe material, fabric wrap joints).	
Outdo	or Lighting Information	
	Plans indicating the location on the premises, and the type of illuminating devices, fixtures, lamps, supports, reflectors and other devices. List pole heights.	
	State the wattage for each lighting fixture. All lighting fixtures shall be sharp cut-off.	
Erosio	n Control Information	
	Location of water bodies, watercourses, swamps & flood-prone areas with delineated channel encroachment lines, wetland boundary lines, 100-year flood plain, and floodway boundary line.	
	When an application is located in a flood-prone area include existing and proposed site grades, contours and elevations, base flood elevation data, top-of-foundation elevations, finished floor elevations, and any proposed watercourse relocation.	
	When an application for development involves 1.0 acre, or more, of cumulative disturbed area(s), a Sediment Erosion Control Plan shall be submitted and a NPDES Permit is required prior to start of grading.	
	Storm water management design shall include grading, surface, and subsurface improvements that result in no increase in the rate of runoff when compared to the undeveloped 5-yr storm event condition of the area to be developed. The rainfall frequencies that shall be incorporated in the design of the storm water management plan shall include the WQv, CPv, and 5-yr and 100-yr storm events. The calculations and design of the storm water management plan shall be prepared by an engineer licensed to practice in lowa.	
	A storm water management narrative needs to be submitted with the Site Development	
	The storm water management plans shall be as per SUDAS and the lowa Stormwater Management Manual (for design of storm water detention)	
>	Storm water detention is required unless otherwise waived by the City Engineer. Developments	





shall detain for 100-yr developed storm event and release at the 5-yr undeveloped storm event. The storm water management plan shall illustrate the flow path for a storm event which exceeds the 100-yr storm event.

- □ WQv is required for all site plans greater than one acre in size.
- Bio-swales or filtration swales shall be encouraged for all site plans in lieu of subsurface drainage improvements. Surface drainage improvements such as drainage flumes, drainage swales, and curb cuts may be allowed if approved by the City Engineer.

Landscaping Information

>	A lands	cape plan showing:
		Location of trees and shrubs
		Plant list including the plant species, the quantity of each type of plant, the size of each plant at
		the time of planting
		Location and detail of all fences and walls
		Location of natural features including: existing trees, rock outcrops and landslide areas
		Seeding

General Notes to Include on Plans

□ Possible nuisance factors and means for alleviating those factors, such as noise, odor, smoke, dust, fumes, vibration, or heat