

## CHAPTER 166 ARTICLE 1

# SUBDIVISION REGULATIONS

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**Section 1. PURPOSE.** It is deemed essential to establish minimum standards for the design and development of all new subdivisions so that existing developments will be protected and so that adequate provisions are made for public utilities and other public requirements and to improve the health, safety, and general welfare.

**Section 2. JURISDICTION.** This chapter is adopted by the Mitchellville City Council, governing the subdivision of all lands within the corporate limits of the City, and pursuant to the provisions of Section 354.9 of the Code of Iowa, the City reserves the right to review each and every subdivision plat which is proposed to be developed on any and all land in the unincorporated area outside the corporate boundaries of the City, but within two miles of those corporate boundaries. These subdivision plats will be reviewed by the same standards and conditions used for review and approval of subdivisions within the City limits. In the alternative, the City reserves the right granted by Section 354.9(2) of the Code of Iowa and approval pursuant to Chapter 28E Agreements entered into and recorded between any county or city which has also adopted ordinances regulating the division of land which lies within the area of review established by the City. As required in Section 354.9(1) of the Code of Iowa, the City will record the ordinance codified in this section in the offices of the Polk & Jasper County Recorders and file it in the offices of the County Auditor of each county wherein land reserved in this section for review of subdivision plats by the City is located.

**Section 3. DEFINITIONS.** For the purpose of this chapter, certain terms and words are hereby defined.

1. **“Access street”** means a street that is parallel to and adjacent to a major thoroughfare or highway; and which provides access to abutting properties and protection from through traffic.
2. **“Block”** means an area of land within a subdivision that is entirely bounded by streets, highways, or ways, except alleys, or by streets, highways, or

ways, except alleys, and the exterior boundary or boundaries of the subdivision.

3. **“Building line”** shall be shown on all lots intended for residential use of any character, and on commercial and industrial lots when required by ordinance. Such building line shall not be less than required by the Zoning Code. Where the subdivided area is not under zoning control, the Commission shall require building lines in accordance with the needs of each addition.
4. **“Commission”** means the Planning and Zoning Commission.
5. **“Collector streets”** means those which carry traffic from minor streets to the major system of arterial streets and highways, including the principal entrance streets of a residential development and streets for circulation within such a development.
6. **“Cul-de-sac”** means a short, minor street, having one end open to motor traffic, the other end being permanently terminated by a vehicular turnaround.
7. **“Easement”** means a grant by the property owner of the use for a specific purpose, of a strip of land by the general public, a corporation, or a certain person or persons, and within the limits of which the owner of the fee shall not erect any permanent structures but shall have the right to make any other use of the land subject to such easement which is not inconsistent with the rights of the grantee. Public utilities shall have the right to trim or remove trees which interfere with the use of such easements.
8. **“Engineer”** means a registered engineer authorized to practice civil engineering, as defined by the registration act of the State.
9. **“Flag Lot”** means a lot not fronting on or abutting a public road and where access to the public road is by a narrow, private right-of-way.
10. **“Half street”** , which are NOT permitted, means a one-half width street right-of-way on the boundary of a subdivision dedicated by the subdivider to the City; for future development when another subdivision is platted along the side of the half street.
11. **“Homeowner’s Association”** means the association of all the unit owners acting pursuant to the bylaws through its duly-elected Board of Managers in accordance with applicable statutes.

12. **“Lot”** means a portion of a subdivision or other parcel of land intended for the purpose, whether immediate or future, of transfer of ownership or for building development.
13. **“Major thoroughfare”** means a street used primarily for fast, large volume traffic.
14. **“Minor street”** means a street used primarily for access to the abutting properties.
15. **“Performance bond”** means a surety bond or cash deposit made out to the City in an amount equal to the full cost of the improvements which are required by this chapter, said cost being estimated by the City Engineer, and said surety bond or cash deposit being legally sufficient to secure to the City that said improvements will be constructed in accordance with this chapter.
16. **“Plat”** means a map, drawing, or chart on which the subdivider’s plan of the subdivision is presented and which the subdivider submits for approval and intends to be in final form to record.
17. **“Private Street”** means a street, which is constructed, maintained, and owned by a private organization such as a homeowners association.
18. **“Roadway”** means that portion of the street available for vehicular traffic, and where the curbs are laid, the portion from back to back of curbs.
19. **“Subdivision”** means the division of land into three or more lots for the purpose, whether immediate or future, of transfer of ownership or building development; or any change in existing street lines or public easement. The term when appropriate to the context, shall relate to the process of subdividing or to the land subdivided, or the resubdivision of land heretofore divided or platted into lots or other divisions of land, or if a new street is involved, any division of land.
20. **“Surveyor”** means a registered surveyor authorized to practice surveying, as defined by the registration act of the State.

#### **Section 4. PROCEDURE.**

1. Whenever the owner of any tract or parcel of land within the jurisdiction of this chapter wishes to subdivide or plat the same, said owner shall cause to be prepared a preliminary plat of said subdivision, and shall submit fourteen (14) copies of said preliminary plat and other information to the

City Clerk. The preliminary plat shall contain such information and data as is outlined in Section 6 thereof.

2. The Clerk shall immediately refer copies of the preliminary plat to the Commission and to the City Engineer. The City Engineer shall carefully examine said plat as to its compliance with this Code of Ordinances, the existing street system, and good engineering practices, and shall, as soon as possible, submit their findings to the Commission.
3. After receiving the Engineer's report, the Commission shall study the preliminary plat and other material for conformity to these regulations. The Commission may confer with the subdivider on changes deemed advisable and the kind and extent of such improvements to be made. Before approving a preliminary plan, the Commission may (at its discretion) hold a public hearing on the proposed plat, notice of which shall be given by publication in a local newspaper of general circulation, or by posting notices on the tract, or by sending notices to affected property owners by mail. Such notice shall be given within seven (7) days prior to the public hearing. The Commission shall file with the Council recommendations for approval or rejection of such preliminary plat within forty-five (45) days after the date of submission of said plat and Engineer's report to the Commission. Upon receiving recommendations of the Commission, the Council shall consider the same and if the plat is found to conform to the provisions of this chapter, they shall approve the preliminary plat.
4. The approval of the preliminary plat by the Council shall be null and void unless the final plat is presented to the Council within one hundred eighty (180) days after date of said preliminary plat approval.
5. Approval of the final plat and final acceptance of improvements shall be given by resolution of the Council which shall direct the Mayor and Clerk to certify the resolution which shall be affixed to the plat. Procedure for approval of the final plat shall be as outlined in Section 175.05(5) of this chapter.

**Section 5. SUBDIVISION DESIGN STANDARDS.** The standards and details of design herein contained are intended only as minimum requirements so that the general arrangement and layout of a subdivision may be adjusted to a wide variety of circumstances. However, in the design and development of a plat, the subdivider shall use standards consistent with the site conditions so as to assure an economical, pleasant, and durable neighborhood.

**1. Streets.**

- A. Comprehensive Plan. All proposed plats and subdivisions shall conform to the Comprehensive Plan. All proposed plats and

subdivisions shall also conform to additional proposed street plans as set out by the City.

- B. Continuation of Existing or Planned Streets. Proposed streets shall provide for continuation or completion of any existing streets (constructed or recorded) or any streets which are a part of an approved preliminary subdivision plan, in adjoining property, at equal or greater width, but not less than sixty (60) feet in width, and in similar alignment, unless variations are recommended by the Commission.
- C. Circulation. The street pattern shall provide ease of circulation within the subdivision as well as convenient access to adjoining streets, thoroughfares, or unsubdivided land as may be required by the Commission. In a case where a street will eventually be extended beyond the plat, but is temporarily dead-ended, an interim turnaround may be required.
- D. Street Intersections. Street intersections shall be as nearly at right angles as possible.
- E. Cul-de-Sac. Whenever a cul-de-sac is permitted, such street shall be no longer than six hundred (600) feet and shall be provided at the closed end with a turnaround having a street property line radius of at least fifty-two (52) feet in the case of residential subdivisions. The closed end of a commercial or industrial street shall be provided with a turnaround having a street property line radius of at least fifty-five (55) feet. The right-of-way width of the street leading to the turnaround shall be a minimum of sixty (60) feet. The property line(s) at the intersection of the turnaround and the lead-in portion of the street shall be rounded at a radius of not less than one hundred fifty (150) feet; or equal straight approach lines. The pavement width for turnarounds shall be a minimum radius of forty (40) feet for residential and 45 feet for commercial or industrial. A turnaround diameter greater than the minimum may be required by the Commission if it is deemed necessary.
- F. Street Names. All newly platted streets shall be named in a manner conforming to the prevailing street naming system. A proposed street that is obviously in alignment with other existing streets, or with a street that may logically be extended although the various portions be at a considerable distance from each other, shall bear the same name. Names of new streets shall be subject to the approval of the Commission in order to avoid duplication or close similarity of names.
- G. Physical and Cultural Features. In general, streets shall be platted with appropriate regard for topography, creeks, wooded areas, and other natural features which would lend themselves to attractive treatment.

- H. Half Streets. Dedication of half streets will **NOT** be permitted. Where there exists a dedicated or platted half street or alley adjacent to the tract of land to be subdivided, the other half shall be platted if deemed necessary by the Commission.
- I. Alleys. Alleys may be required in business areas and industrial districts for adequate access to block interiors and for off-street loading and parking purposes. Except where justified by unusual conditions, alleys will not be approved in residential districts. Dead-end alleys shall be provided with a means of turning around at the dead-end thereof.
- J. Easements. Easements for utilities shall be provided along rear or side lot lines or along alleys, if needed. Whenever any stream or important surface water course is located in an area that is being subdivided, the subdivider shall, at his own expense, make adequate provision for widening the channel so that it will properly carry the surface water, and shall provide and dedicate to the City an easement along each side of the stream, which easement shall be for the purpose of widening, improving, or protecting the stream and for the purpose of installation of public utilities. The waterway easements shall be approved by the City Engineer. The total width of the easement shall be adequate to provide for these purposes, and said easement shall be a minimum of fifty (50) feet on each side of the centerline of the stream or water course.
- K. Neighborhood Plan. If any overall plan has been made by the Commission for the neighborhood in which the proposed subdivision is located, the street system of the latter shall conform in general thereto.
- L. Land Not Platted. Where the plat to be submitted includes only part of the tract owned by the subdivider, the Commission may require topography and a sketch of a tentative future street system of the unsubdivided portion.
- M. Major Thoroughfares. Where a new subdivision, except where justified by limiting conditions, involves frontage on a heavy trafficway, the street layout shall provide motor access to such frontage by one of the following means:
- (1) A parallel street supplying frontage for lots backing onto the trafficway.
  - (2) A series of cul-de-sacs or short loops entered from and planned at right angles to such a parallel street, with their terminal lots backing onto the highway.
  - (3) An access drive separated by a planting strip from the highway to which a motor access from the drive is provided at points suitably spaced.

- (4) A service drive or alley at the rear of the lots. Where any one of the above mentioned arrangements is used, deed covenants or other means shall prevent any private residential driveways from having direct access to the trafficway.

N. Dedication. A deed to the City shall be given for all streets before the same will be accepted by the City for maintenance.

O. Railroads. If a railroad is involved, the subdivision plan should:

- (1) Be so arranged as to permit, where necessary, future grade separations at highway crossings of the railroad.
- (2) Border the railroad with a parallel street at a sufficient distance from it to permit deep lots to go back onto the railroad, or form a buffer strip for park, commercial, or industrial use.
- (3) Provide cul-de-sacs at right angles to the railroad so as to permit lots to back thereunto.

P. Street Widths. Streets shall be classified as arterial, collector, or local according to the Comprehensive Plan. Street widths for arterials and collectors must conform to the Des Moines Metropolitan Design Standards Manual according to classification. Local streets shall be a minimum width of twenty-six (26) feet from and to the backs of curbs.

Q. Street Grades. Street grades shall be conforming with the requirements set forth in the Des Moines Metropolitan Design Standards Manual. The following table describes the maximum grades permitted as a percent.

MAXIMUM GRADES (percent)

<u>Terrain</u>	<u>Arterials</u>		<u>Collectors</u>		<u>Local</u>	<u>Service</u>
	<u>Major</u>	<u>Minor</u>	<u>Major</u>	<u>Minor</u>		
Flat	5	5	5	6	6	
Rolling	6	6	7	7	8	
Hilly	6	7	8	8	9	

The above maximum grades are based on terrain and the type of roadway. Where topography or circumstance demands that grades be steeper than the allowed maximum, a recommendation shall be obtained from the Jurisdictional Engineer.

R. Private Streets. Private streets shall be permitted in the R-3 District for condominium developments, pertinent to the following requirements:

- (1) Minimum width of twenty-six (26) feet from back of curb to back of curb must be used where access is provided to more than twenty-four (24) units.
- (2) A private street which is closed at one end shall be no longer than six hundred (600) feet and shall be provided at the closed end with a cul-de-sac or hammerhead turnaround.

## 2. **Blocks.**

- A. **Length.** No block shall be longer than one thousand three hundred and twenty (1,320) feet. The distance of 1,320 may be reduced by the City if it is considered to be excessive in its particular application.
- B. **Block Corner Radius.** At street intersections, block corners shall be rounded with a radius of not less than fifteen (15) feet, unless at any one intersection a curve radius has been previously established, then such radius shall be used as standard.

## 3. **Lots.**

- A. **Corner Lots - Widths.** Corner lots shall have a minimum width of eighty (80) feet in order to permit adequate building setbacks on both front and side streets.
- B. **Double Frontage Lots/Prohibited.** Double frontage lots, other than corner lots, shall be prohibited except where such lots back onto a major street or highway or except in the case of large commercial or industrial lots.
- C. **Side Lot Lines.** Side lot lines shall be approximately at right angles to the street or radial to curved streets.
- D. **Lot Size.** All lots shall conform to the lot dimensions and area minimum as set forth in the applicable Zoning section. Where public sewer is not available and for the purpose of complying with minimum health standards, lots which cannot be reasonably served by an existing public sanitary sewer system shall have a minimum width of one hundred (100) feet, measured at the building line, and an area of not less than twenty thousand (20,000) square feet.
- E. **Flat Lots.** Flag lots shall not be created, except where approved by Site Plan. Existing Flag Lots shall be resubdivided prior to issuance of a Building Permit.
- F. **Street Access.** Each lot shall have satisfactory access to an existing, paved public street, by means of frontage or easement.

#### 4. Improvements.

- A. General. The subdivider shall install and construct all improvements required by this chapter. All required improvements shall be installed and constructed in accordance with the “Des Moines Metro Design Standards” and the City’s “Standard Public Works Specifications” on file in the office of the Clerk, under the supervision of the Council and to its satisfaction. Inspection shall be provided by the City, at the subdivider’s expense, as deemed necessary to assure quality workmanship on all portions of the construction to be dedicated to the City. Said inspection costs shall be paid by the subdivider before final approval will be given.
- B. Grades. All streets, alleys, and sidewalks within the platted area which are dedicated for public use shall be brought to the grade approved by the Council after receiving the report and recommendations of the City Engineer.
- C. Paving. All paving of roadways constructed for public use will be installed in accordance with the Des Moines Metro Design Standards and at grades approved by the City Engineer. Pavement type may be based on characteristics of the roadway.
- D. Sidewalks. Sidewalks shall be constructed on both sides of all streets being dedicated for public use. Sidewalks shall be a minimum of four (4) feet in width and shall be constructed of Portland cement concrete in accordance with designs and specifications approved by the Council and at grades approved by the City Engineer.
- E. Water and Sewers. Water mains, sanitary sewer lines and storm sewers and their appurtenances shall be constructed and installed in accordance with the Des Moines Metro Design Standards and the plans and specifications adopted by the Council. Water and sewer lines shall be made accessible to each lot. At a minimum, water mains shall be eight (8) inches in size, hydrants shall not be farther apart than 350 feet, and storm sewers shall be designed for 5-year storms.
- F. Underground Utilities. Improvements such as cable TV, telephone and electric lines, street lights, gas mains, and similar facilities in any subdivision shall be installed where necessary in any subdivision addition to the City and all utility lines except electric lines of nominal voltage in excess of 15,000 volts, shall be installed underground. The subdivider shall be responsible for making the necessary arrangements with the utility companies for installation of such facilities. Said utility lines shall be installed in accordance with the Des Moines Metro Design Standards and in such a manner so as not to interfere with other

underground utilities. Underground utility lines which cross underneath the right-of-way of any street, alley or way shall be installed prior to the improvement of any such street, alley or way in the subdivision. Incidental appurtenances, such as transformers and their enclosures, pedestal mounted terminal boxes, meters and meter cabinets may be placed above ground but shall be located so as not to be unsightly or hazardous to the public. Such incidental appurtenances shall be in accordance with the standards and specifications of the City Engineer.

G. Homeowners Association. A Homeowners Association shall be created for any development with privately owned streets, utilities, open space, or other private service which is utilized by more than one homeowner. Any changes in the responsibilities of the Homeowners Association shall require approval of City Council.

**5. Approval of Final Plat and Final Acceptance of Improvements.**

A. Construction of Improvement or Posting of Bond. Before the Council approves the final plat, all of the foregoing improvements shall be constructed and accepted by formal resolution of the Council. Before passage of said Resolution of Acceptance, the City Engineer shall report that said improvements meet all City specifications and ordinances or other requirements, and all agreements between the subdivider and the City; and the City Attorney shall report that the subdivision owner has filed in proper form a maintenance bond (or bonds) to cover all construction being dedicated to the City. Maintenance bonds shall be in the name of contractors who have done the work. Maintenance bonds shall be in effect from passage of Resolution of Acceptance by the Council, then for the following number of years:

- (1) Concrete paving ..... 4 years
- (2) Storm sewers and appurtenances ..... 4 years
- (3) Sanitary sewers and appurtenances ..... 4 years
- (4) Water mains and appurtenances ..... 4 years

This requirement for the construction of all improvements may be waived if the subdivider will post a performance bond or certified check with the Council guaranteeing that said improvements will be constructed within a period of one (1) year from Council’s acceptance of the final plat. However, if a performance bond is posted, final acceptance of the plat will not constitute final acceptance by the City of any improvements to be constructed. Improvements will be accepted only after their construction has been completed all in accordance with the rules above outlined. No maintenance work will be done by the City

and no public funds will be expended in the subdivision until such improvements have been completed and accepted by the City.

- B. **Resubdivisions.** The Council may waive the requirements for the construction and installation of some or all of the foregoing improvements in cases of resubdivisions where only the size, shape and arrangement of lots is being changed and no new streets are required and in case of dedications of land or rights-of-way to public use where such dedication is in excess of the needs of the subdivision and is desired by a public agency in lieu of a purchase or condemnation proceeding.

**Section 6. PRELIMINARY PLAT REQUIREMENTS.** (See example of preliminary plat in the Appendix.) The preliminary plat of a subdivision is not intended to constitute approval of the preliminary plat serve as a record plan. Its purpose is to show on a map all facts needed to enable the Commission to determine whether the proposed layout of the land in question is satisfactory from the standpoint of the public interest. The subdivider, or any representative of the subdivider may call at the City offices in advance of the preliminary plat in order to discuss the proposed subdivision and in order to obtain information as to the requirements necessary for approval of the plat.

1. **Number of Copies and Scale.** Fourteen (14) copies of the preliminary plat shall be submitted as prescribed for review. The scale of the map shall be one (1) inch equals fifty (50) feet on small subdivisions, and one (1) inch equals one hundred (100) feet on large subdivisions, unless otherwise approved by the Commission.
2. **Contents of Preliminary Plat.**
  - A. Name of subdivision.
  - B. Date.
  - C. Point of compass.
  - D. Scale.
  - E. Official description of the property being platted.
  - F. Name and address of recorded owner and of developer.
  - G. Name and address of Engineer and/or Land Surveyor.
  - H. Existing buildings, railroads, underground utilities, and other right-of-way.
  - G. Location, names and widths of all existing and proposed roads, alleys, streets, and highways in or adjoining the area being subdivided.

- H. Location and names of adjoining subdivisions, and the names of the owners of adjoining acreage parcels.
  - I. Building setback lines.
  - J. Areas dedicated for public use, such as schools, parks and playgrounds.
  - K. Contour lines at intervals of not more than five (5) feet.
  - L. Proposed lot lines with approximate dimensions and the square foot area of non-rectangular lots.
  - M. Boundaries of the proposed subdivision shall be indicated by a heavy line.
  - N. Zoning classification of the area.
  - O. Proposed utility service:
    - (1) Source of water supply;
    - (2) Provision for sewage disposal.
    - (3) Provision for storm water drainage.
  - P. A vicinity sketch at a legible scale showing the relationship of the plat to its general surroundings.
  - Q. Lot numbers.
  - R. Proposed street widths.
  - S. Area for water detention two (2) year release on 100 year storm frequency.
  - T. Location, character, and dimension of all existing and proposed easements to be used for utility purposes.
  - U. Name, certification and seal of registered land surveyor who prepared the plat.
  - V. Zoning Change Agreement. Where a zoning change is requested in conjunction with or prior to the subdivision process, the city may require the subdivider to provide a Zoning Change Agreement which relegates authority to the City to revert the property back to the original zoning classification if the schedule or requirements set forth by the City are not fully in compliance by a date mutually agreed to by the subdivider and City.
3. **Accompanying Material.** An attorney's opinion in duplicate showing that the fee title to the subdivision land is in the owner's name as shown on the plat and showing any encumbrances that may exist against said land. Any plat that cannot reasonably be served by public sewer shall show results of soil percolation tests made by the Engineer preparing the plat. Such tests

shall be made in accordance with specifications approved by the City Engineer. Where applicable, provisions for a Homeowners Association consisting of the owners of at least 50 lots within the subdivision which, pursuant to covenant satisfactory to the City, will be bound to provide for the maintenance of the proposed structures and uses.

**Section 7. FINAL PLAT REQUIREMENTS.** (See example of final plat in Appendix.)

1. **Number of Copies and Scale.** When and if the preliminary plat is approved, the subdivider shall submit fourteen (14) copies of the final plat for review by the Commission. The scale of the map shall be one (1) inch equals fifty (50) feet on small subdivisions, and one (1) inch equals one hundred (100) feet on large subdivisions, unless otherwise approved by the Commission.
2. **Contents of Final Plat.**
  - A. Name of subdivision.
  - B. Scale.
  - C. Compass point.
  - D. Curve data including delta angle, length of arc, degree of curve, tangent.
  - E. Boundary lines of subdivided area with accurate distances, bearings, and boundary angles; and a table showing mathematical closure of the subdivision boundaries, and also coordinate points of all interior lot corners with reference to one corner of the subdivision if the subdivision contains curve linear lot lines.
  - F. Exact name, location, width, lot designation, and centerline of all streets within the subdivision.
  - G. Easements for public utilities showing width and use intended.
  - H. Building setback lines with dimensions.
  - I. Official legal description of the property being subdivided.
  - J. Lot numbers and addresses.
  - K. Certification of Registered Engineer and/or Land Surveyor.
  - L. Description and location of all permanent monuments set in the subdivision, including ties to original Government corners.
  - M. Area for on site detention for two (2) year release on 100 year storm frequency.
  - N. The final plat shall be an exact duplicate of that plat proposed to be filed for record in the County Recorder's office.

### **3. Accompanying Material.**

- A. **Plans and Profiles.** Plans and profiles of all streets and alleys at a fifty (50) foot horizontal scale and five (5) foot vertical scale. Profiles shall show location, size, and grade of all conduits, sewers, pipelines, etc., to be placed under the streets and alleys. Profiles of East and West streets shall be drawn so that the West end of the profile shall be at the left side of the drawing. Profiles of North and South streets shall be drawn so that the South end of the profile shall be at the left side of the drawing.
- B. **Protective Covenants.** Any protective covenants or restrictions to be imposed upon the plat shall be submitted for approval with the final plan.
- C. **Deeds to the City.** A deed to the City, properly executed, for all streets intended as public streets, and for any other property intended for public use shall be submitted with the final plat.
- D. **Certificates to accompany the Final Plat:**
  - (1) A certificate by the owner and spouse, if any, that the subdivision is with their free consent and is in accordance with the desire of the owner and spouse. This certificate must be signed and acknowledged by the owner and spouse before some officer authorized to take the acknowledgments of deeds;
  - (2) A complete abstract of title and an opinion from an attorney at law showing that the fee title is in the proprietor and that the land platted is free from encumbrance, or is free from encumbrance other than that secured by a bond as provided in Section 354.11 of the Code of Iowa.
  - (3) A certificate of the County Treasurer that the land is free from certified taxes and certified special assessments or that the land is free from certified taxes and that the certified special assessments are secured by bond in compliance with Section 354.12 of the Code of Iowa.
  - (4) From the Clerk of the District Court that the subdivision land is free from all judgments, attachments, mechanics or other liens of record in said office.
  - (5) A resolution and certificate for approval by the Council and for signatures of the Mayor and Clerk.
  - (6) Performance bond, if any.

**Section 8. SUBDIVISION PLAT FEES.**

1. **Preliminary Plat Fees.** Minor plats (no proposed streets and less than four lots) will be \$75.00 plus \$10.00 per lot; major plats (new streets proposed or four or more lots) will be \$150.00 plus \$10.00 per lot; plus any professional fees incurred by the City.
2. **Final Plat Fees.** Minor plats (no proposed streets and less than four lots) will be \$75.00; major plats (new streets proposed or four or more lots) will be \$150.00; plus any professional fees incurred by the City.
3. **Inspection Fee.** — All professional fees to be paid by the developer to the City.

**Section 9. ENFORCEMENT.**

1. No plat or subdivision shall be recorded in the County Recorder's office or have any validity until it has been approved in the manner prescribed herein.
2. The Council shall not permit any public improvements over which it has control to be made from City funds, or any City money expended for improvements or maintenance on any street in any area that has been subdivided after the date of adoption of these regulations unless such subdivision and streets have been approved in accordance with the provisions contained herein, and accepted by the Council as a public street.

**Section 10. CHANGES AND AMENDMENTS.** Any provisions of these regulations may be changed and amended from time to time by the Council; provided, however, that such changes and amendments shall not become effective until after study and report by the Commission and until after a public hearing has been held, public notice of which shall be given in a newspaper of general circulation at least fifteen (15) days prior to such hearing.

**Section 11. RECORD DRAWINGS.** Before final plat acceptance, the City shall be provided, at no charge, with mylar record drawings showing as-built locations of all service and utility locations including flow and rim elevations.

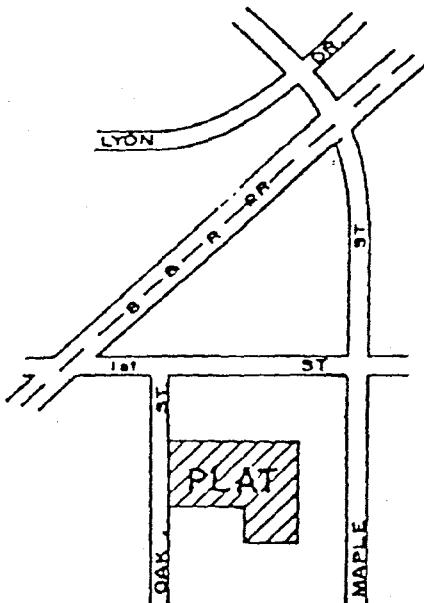
CITY OF MITCHELLVILLE				
Check List For Plat Processing				
NAME OF PLAT>	PRELIMINARY		FINAL	
	O.K.	NOT O.K.	O.K.	NOT O.K.
(Information - Necessary)				
Name/Address of Owner/Developer				
Name/Address of Engineer/Surveyor				
Existing Buildings, Streets, Utilities				
Adjoining Acreage Parcels - Names				
Contour Lines @ Proper Intervals				
Zoning Classification Shown				
<b>PROPOSED UTILITY SERVICES;</b>				
Water Supply Source				
Sewage Disposal Provisions				
Storm Water Drainage Provided				
Vicinity Sketch Shown				
Plat Boundary in Heavy Lines				
Adjoining Subdivisions - Names				
Legal Description - Property/Acreage				
Names & Widths of Proposed Streets				
Lot Lines w/Dimensions				
Public Dedications Shown				
Building Setback Lines Shown				
Plat Name, Date, Compass, Scale				
Lot Numbers				
Easements for Public Utilities Shown				
<b>CURVE DATA:</b>				
Angle - Length of Arc				
Tangent - Degree of Curve				
<b>BOUNDARY INFORMATION:</b>				
Distances - Bearings				
Angles - Closure Table				
Lot Coordinates, if Curve Linear				
Engineer / Surveyor Certification				
All Dimensions Shown				
Location/Ties of ALL Monuments				
Number of Copies Received				
<b>ACCOMANYING INFORMATION:</b>				
Attorney's Opinion - Duplicate				
Filing Fees Paid				
New Streets- Plan & Profile Drawings				
Protective Covenants, if Applicable				
Deed to Streets				
<b>CERTIFICATES:</b>				
OWNER - Approving Plat				
County Treasurer - Taxes				
County Clerk of Court				
County Recorder - Title				
Maintenance Bond, if Applicable ***				
Performance Bond, if Applicable ***				
Checked By:			Date:	

# (PRELIMINARY PLAT)

- ◆ PLAT NAME
- ◆ LEGAL DESCRIPTION, AND ACREAGE
- ◆ OWNER AND/OR DEVELOPER  
ADDRESS
- ◆ ENGINEER OR SURVEYOR  
ADDRESS



- ◆ SCALE
- ◆ DATE
- ◆ ZONING



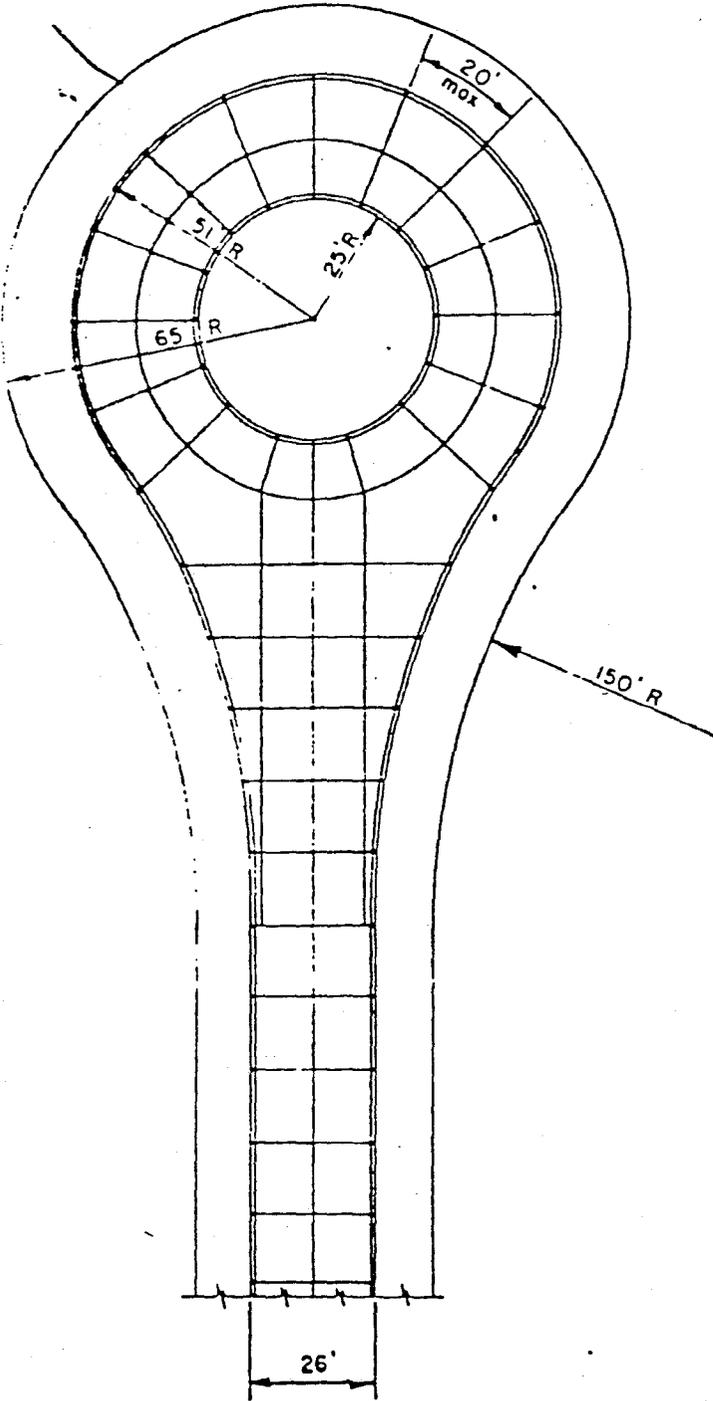
- ◆ VICINITY SKETCH
- ◆ SCALE

- ◆ INDICATE SOURCE OF WATER SUPPLY  
PROVISION FOR SEWAGE DISPOSAL, AND  
PROVISION FOR STORM SEWER  
DRAINAGE.

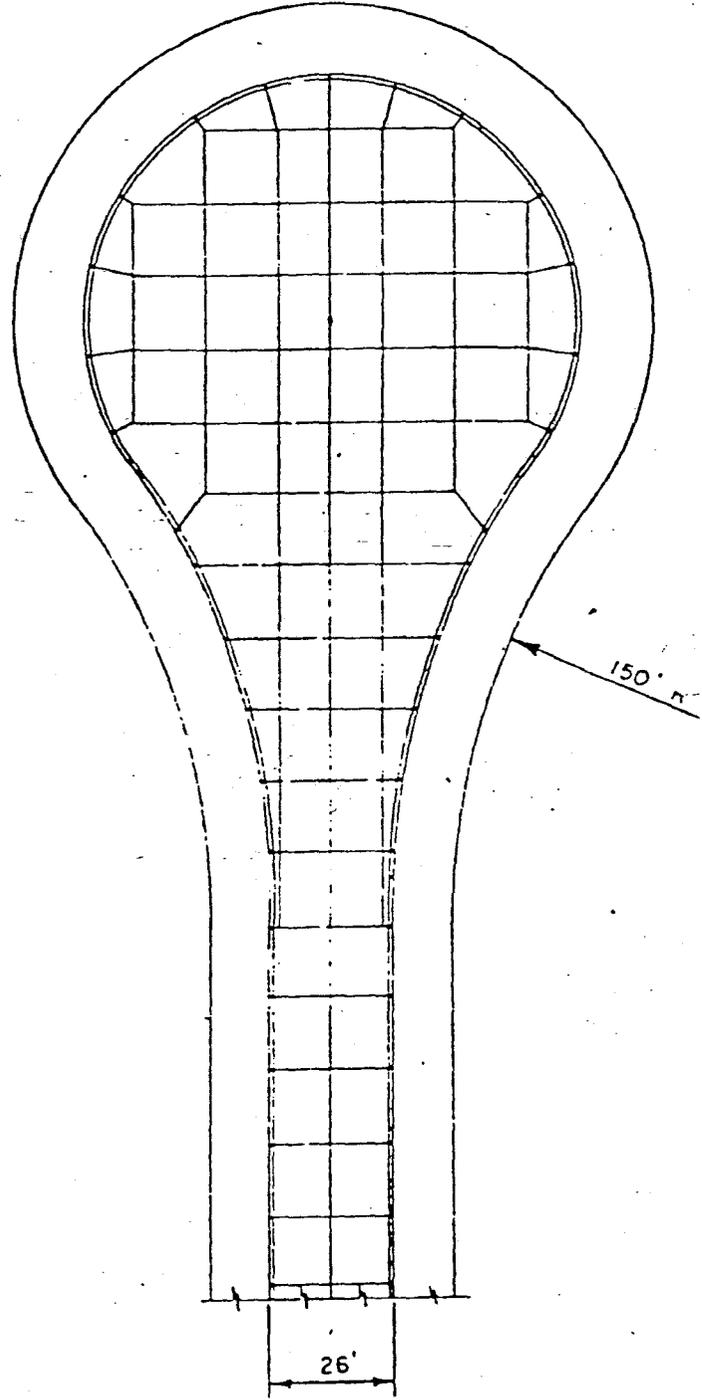


Residential Cul De Sac  
Open Center

Residential Cul De Sac  
Fully Paved



Scale · 1" = 40'



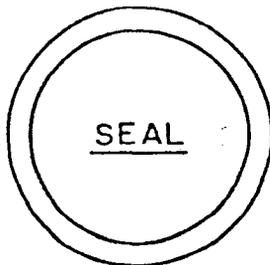
Scale · 1" = 40'

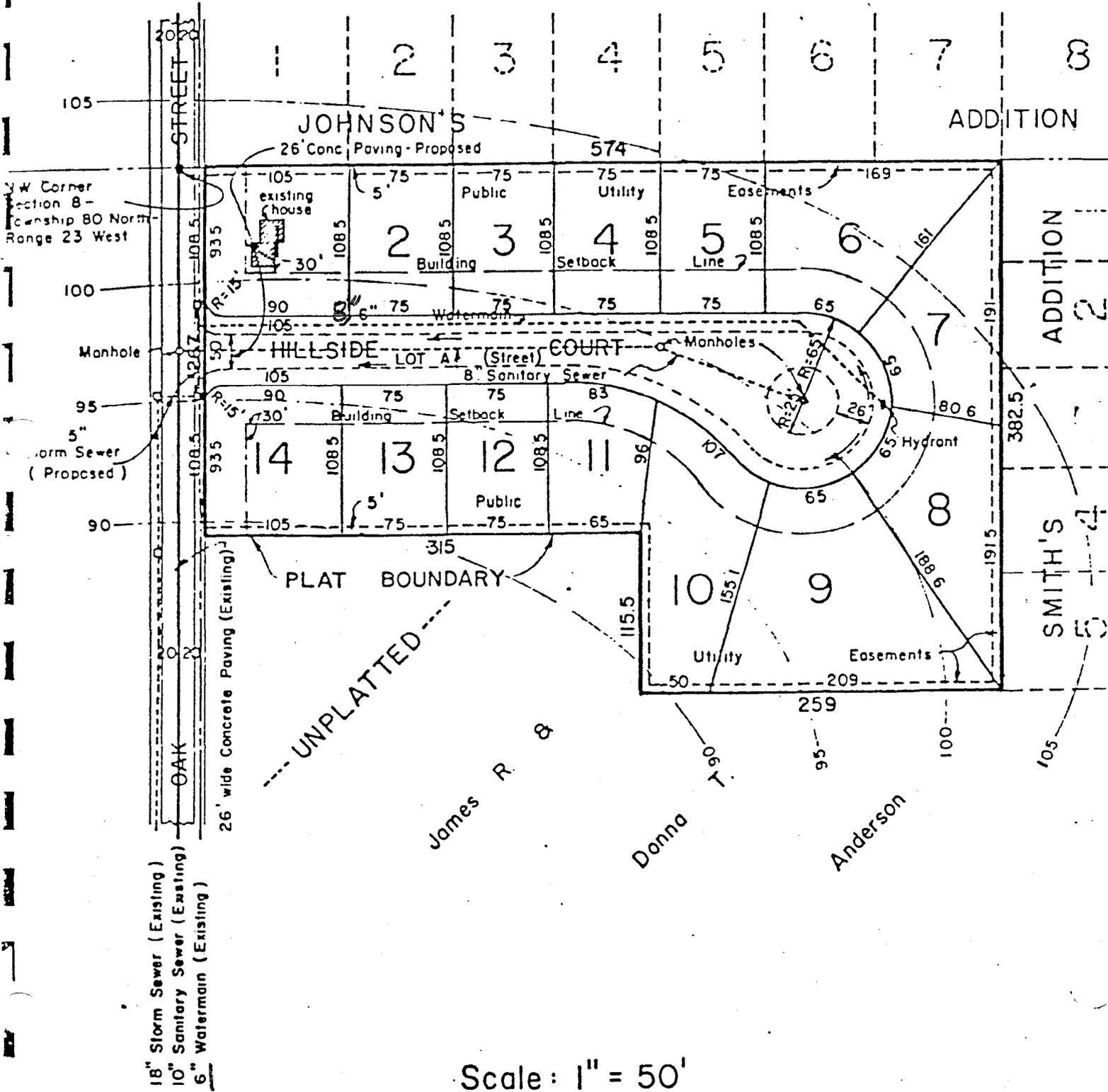
# ( FINAL   PLAT )

◆ PLAT   NAME  
◆ LEGAL   DESCRIPTION  
◆ CERTIFICATION  
◆ ENGINEER   OR   SURVEYOR



◆ SCALE  
◆ DATE





SW Corner  
Section 8 -  
Township 80 North  
Range 23 West

5" Storm Sewer  
(Proposed)

18" Storm Sewer (Existing)  
10" Sanitary Sewer (Existing)  
6" Watermain (Existing)

26' wide Concrete Paving (Existing)

UNPLATTED

JOHNSON'S

ADDITION

ADDITION

SMITH'S

PLAT BOUNDARY

James R. &

Donna

Anderson

Scale: 1" = 50'

(This example 1/2 scale)

# Maintenance Bond Form

FOR ALL SUBDIVISIONS  
IN THE CITY OF MITCHELLVILLE, IOWA

## Know All Men By These Presents:

That we, \_\_\_\_\_ (Contractor)  
of \_\_\_\_\_, County of \_\_\_\_\_,  
and State of \_\_\_\_\_, as **Principal**, and  
\_\_\_\_\_ of \_\_\_\_\_,  
County of \_\_\_\_\_, and  
State of \_\_\_\_\_, as **Surety**,

are held and firmly bound unto the City of Mitchellville, Iowa (hereinafter called  
the Obligee) in the penal sum of \$ \_\_\_\_\_,  
(\_\_\_\_\_ dollars),  
for the payment of which, well and truly be made, we do hereby bind ourselves,  
our heirs, executors, administrators, successors and assigns, jointly and  
severally, firmly by these presents.

WHEREAS, the said Principal has heretofore entered into a contract for (list  
improvements here):

# PERFORMANCE BOND FORM

For ALL Subdivisions  
In the City of Mitchellville, Iowa

## Know All Men By These Presents:

That we, \_\_\_\_\_ of \_\_\_\_\_,  
County of \_\_\_\_\_, and State of \_\_\_\_\_, as **Principal**,  
and \_\_\_\_\_ of \_\_\_\_\_, County of \_\_\_\_\_,  
and State of \_\_\_\_\_, as **Surety**, are held and firmly bound unto  
the City of Mitchellville, Iowa, in the penal sum of \$ \_\_\_\_\_  
(\_\_\_\_\_ dollars), lawful money of the United States,  
to the payment of which well and truly be made, we hereby bind ourselves and  
our heirs, administrators, successors and assigns, jointly and severally, firmly by  
these presents.

WHEREAS, it is proposed to make certain improvements in a plat known as  
\_\_\_\_\_, in the City of Mitchellville, Iowa as follows:

Complete construction of concrete paving, storm sewers, sanitary sewer, watermains,  
sidewalks and grading, and seeding or sodding of parkings within said subdivision.

WHEREAS, the City of Mitchellville has approved said plat and has instructed the City  
Clerk to accept said plat for filing upon the execution and delivery of this bond.

NOW, THEREFORE, the condition of this subdivision is such that, if the above bound  
Principal shall construct the improvements shown above to the satisfaction of the City  
Engineer, the City of Mitchellville and in accordance with the present "Standard  
Specifications for Public Works in Mitchellville , Iowa", then this obligation shall be void,  
otherwise to remain in full force and effect.

Witness our hands this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_ By \_\_\_\_\_ .  
Principal

\_\_\_\_\_ By \_\_\_\_\_ .  
Surety

\_\_\_\_\_ By \_\_\_\_\_ .  
Agency

\_\_\_\_\_  
Address