

Office Use Only	12/1/23	\$	P2C-23-28458
	Date Filed	Fee	Application Number



JOHNSON COUNTY, IOWA

APPLICATION FOR: SUBDIVISION PLAT APPROVAL



Application is hereby made for approval of a: ☐ Preliminary ☒ Final ☐ Combined
subdivision plat on property located at (street address if available or layman's description):

4007 Hwy 382 NE & 1587 Polk Ave NE, Solon

Parcel Number(s): 0215351001 & 0215377001

Proposed Subdivision Name: Oak Meadow

The subdivision contains 65.63 total acres divided into 32 total lots as follows:

Buildable Lots: 26

Non-buildable outlots: 8

Total buildable acres: 29.27

Total non-buildable acres: 36.36

Current Zoning: R

Proposed Use of the Subdivision: Residential

Richard R. Nowotny, PLS

Name of Engineer/Surveyor

j.marner@mmsconsultants, 319-351-8282

Contact Email and Phone

Joe Judge

Name of Attorney

jjudge@l-wlaw.com, 563-333-6660

Contact Email and Phone

The undersigned affirms that the information provided herein is true and correct. If applicant is not the owner, applicant affirms that the owner(s) of the property described on this application consent to this application being submitted, and said owners hereby give their consent for the office of Johnson County Planning, Development, and Sustainability to conduct a site visit and photograph the subject property.

Oak Meadow, LLC

Name of Owner

Oak Meadow, LLC

Name of Applicant (if different)

2916 Hwy 1 North, Iowa City, IA 52240

Applicant Street Address (including City, State, Zip)

319-248-6316

Applicant Phone

madam@spmbllaw.com

Applicant Email

Applicant Signature

See back page for Application Submittal Requirements and Checklist

Applications should be emailed to planning@johnsoncountyiowa.gov and delivered to the Planning, Development and Sustainability Office (913 South Dubuque Street, Iowa City, IA 52240)

The following items must be submitted for the application to be complete. Incomplete applications will be returned and will not be considered until the next submission deadline. Once submitted, county staff will review the materials and request revisions (if necessary). Once all revisions and outside reviews have been received, the application will be placed on the next available Planning and Zoning Commission or Board of Supervisors agenda, as applicable.

If working with an engineer who can provide CAD or GIS line work, electronic submissions should be submitted in accordance with the department's electronic submission guidelines (see below). Preference is that electronic submission is provided prior to hard copy submission, but will be accepted until 12:00 p.m. the day after the submittal deadline.

Initial each empty box below to ensure you included all necessary information in the appropriate form for an application to be considered complete. Some items may require both electronic and physical copies.

Items Required	Electronic Copy (PDF unless otherwise noted)	Hard Copies (number specified)
Application Fee (varies based on application. Fee: \$ 500.00)		(1) ly
This application form with all information completed	ly	(3) ly
Brief cover letter explaining the application and describing lots, road(s), provision of water, septic, etc.	ly	(2) ly
The subdivision plat conforming to all standards in subsection 8:2 of the UDO (optional: additional sheets such as a Right-of-Way Acquisition Plat)	ly	(2) ly
CAD line work of the plat, following the guidelines below	ly	
Sensitive Areas Analysis in compliance with the Sensitive Areas Ordinance, or an <u>approved</u> waiver	LSS	
CAD line work of the Sensitive Areas Exhibit, following the guidelines below	LSS	
Stormwater Management Plan (including soil erosion and sediment control) in compliance with the Stormwater Management regulations, or an <u>approved</u> waiver	LSS	
Proof of application to Johnson County Public Health for a Public Health Zoning Application	LSS	
For subdivisions that propose to create a new access or upgrade an existing access to a <u>public county road</u> : copy of an approved ROW Permit (Access Permit) from Johnson County Secondary Roads	LSS	
For Farmstead Splits: a list of parcel numbers of the parent farm and the book and page(s) recorded prior to December 1, 2000	N/A	
For Final Plats: As-Built drawings for installed infrastructure, including statement/certification from the engineer affirming that the as-built infrastructure conforms to the intent and design of the prelim plat	LSS	
CAD line work of stormwater infrastructure, following the guidelines below	LSS	
For Combined and Final Plats: Unsigned, draft legal documents are due at the time of submittal unless otherwise noted below. Additional documents may be required based on the nature of the application.		
1. <u>SIGNED</u> Auditor's Certificate approving the subdivision name	LSS	(1)
2. <u>SIGNED</u> and notarized Resolution Affirming the Stability of the Road System		
3. draft Owner's Certificate		
4. draft Title Opinion		
5. draft Treasurer's Certificate		
6. draft Subdivider's Agreement		
7. draft Fence Agreement		
8. Others as applicable (easement agreements, Homeowners Association docs, etc.)	LSS	

Electronic Submission Requirements for CAD line work:

- Must be in AutoCAD 2017 or older and .dwg format (.dxf is also acceptable, no .zip files will be accepted).
- Submissions must use Coordinate System: NAD_1983_StatePlane_Iowa_South_FIPS_1402_Feet
- If applicable, submission should include information for Sensitive Areas Analysis/Mapping and Stormwater/Soil Erosion Control infrastructure on the site. This includes any limits of disturbance or other impact areas.
- Submission should NOT include legends, legal descriptions, location maps, signature blocks, etc.



MMS Consultants, Inc.
Experts in Planning and Development Since 1975

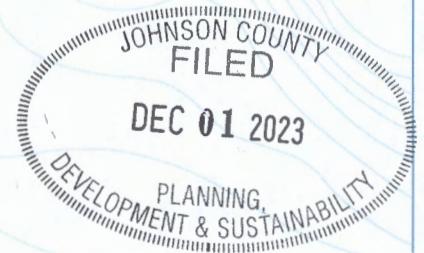
1917 S. Gilbert Street
Iowa City, Iowa 52240

319.351.8282

mmsconsultants.net
mms@mmsconsultants.net

November 30, 2023

Mr. Josh Busard
Johnson County Planning, Development, & Sustainability Dept.
913 S. Dubuque St, Suite 204
Iowa City, IA 52240



RE: Letter of Intent for Oak Meadow

Dear Josh:

On behalf of Oak Meadow, LLC, we are formally submitting the Final Plat for Oak Meadow. Oak Meadow contains 25 buildable residential lots and 9 outlots that are comprised of open space, infrastructure, stormwater management and ROW.

New roads, stormwater management practices and a new well have all been installed to service the subdivision, as-builts of the improvements have been included for review. Please let us know if you have any questions.

Respectfully submitted,

Jon Marner

T:\11265\11265-001\Final Plat\11265-001LetterofIntentFinalPlat.docx

Environmental Specialists

Landscape Architects

Land Planners

Land Surveyors

Civil Engineers



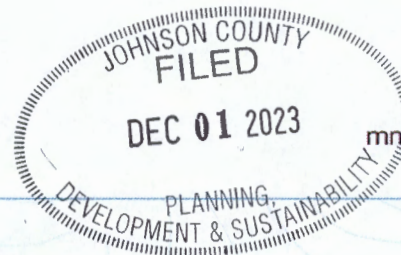
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LETTER OF TRANSMITTAL

TO: Josh Busard
Johnson County Planning,
Development, & Sustainability Dept.

Date: 12/01/2023

Project #: 11265-001

From: MMS Consultants, Inc.

RE: Oak Meadow

We are sending you the following attached items: **Via Hand Delivered**

COPIES	DATE	PROJECT NO.	DESCRIPTION
3	12/01/2023	11265-001	Application for Subdivision Plat Approval & MMS Check #71473 for \$500.00 application fee
2	12/01/2023	11265-001	Letter of Intent
1	12/01/2023	11265-001	Road Resolution
1	12/01/2023	11265-001	Certificate of County Auditor
2	12/01/2023	11265-001	Final Plat

These are transmitted as checked below:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> For approval | <input type="checkbox"/> Approved as submitted | <input type="checkbox"/> For Approval & Signature |
| <input type="checkbox"/> For your use | <input type="checkbox"/> Approved as noted | <input type="checkbox"/> Submit copies for distribution |
| <input type="checkbox"/> As requested | <input type="checkbox"/> Returned as noted | <input type="checkbox"/> For Recording |
| <input type="checkbox"/> For review & comment | <input type="checkbox"/> Prints returned after loan to us | <input type="checkbox"/> Other |

REMARKS:

Jon Marner
MMS Consultants, Inc.

COPY TO: _____

Received by: _____

IF ENCLOSURES ARE NOT NOTED, KINDLY NOTIFY US AT ONCE.

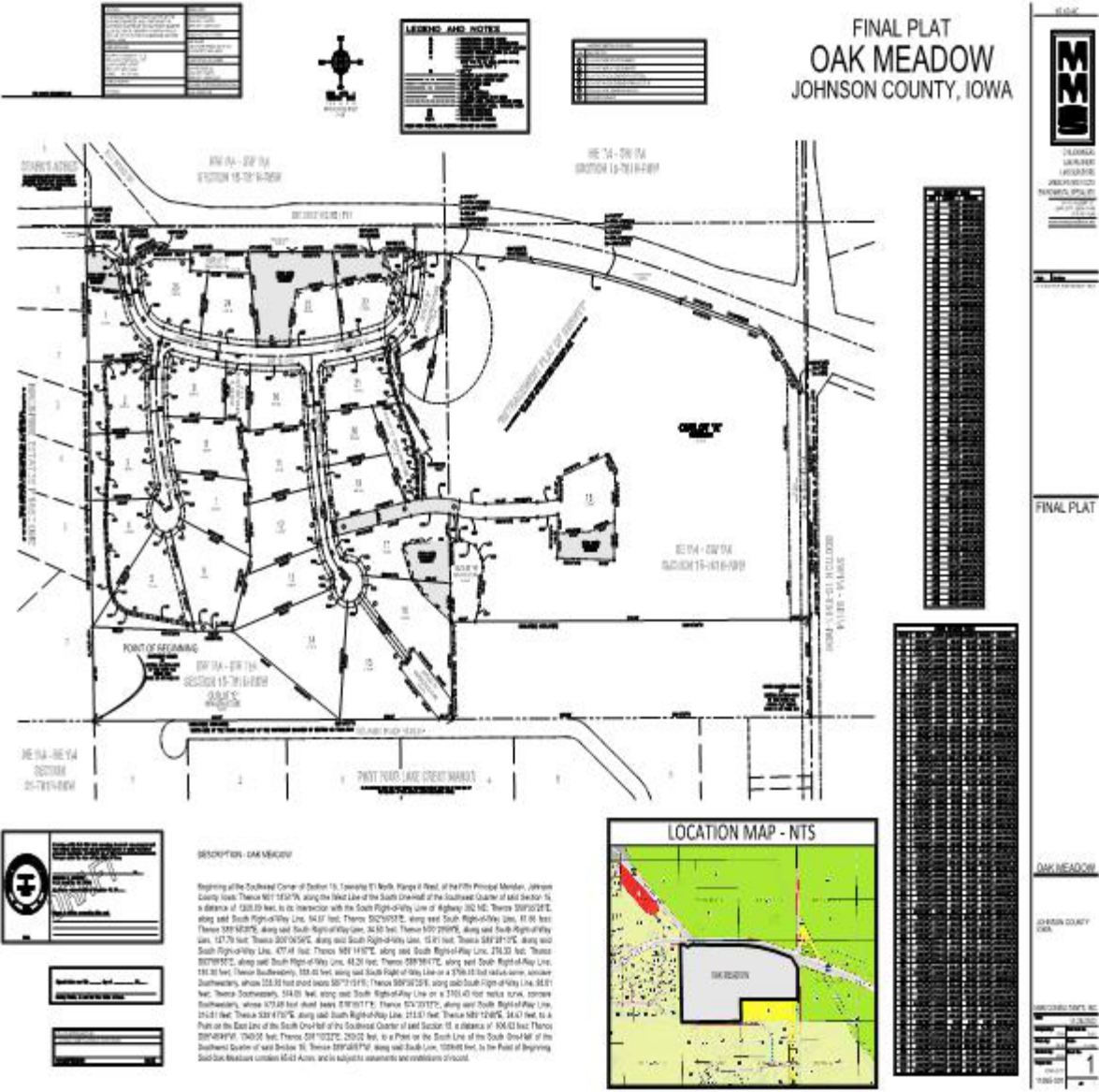
Environmental Specialists

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Size: 1 MB

11265-001F.pdf1 MB