

Office Use Only		\$	
	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):

Lying North & West from 2720 & 2722 120th St. NE

Parcel Number(s): 0304301004 0304452004 0304452003

Proposed Subdivision Name: Commerce Court Addition (preliminary plat known as Belvedere Addition)

The subdivision contains 19.88 total acres divided into 6 total lots as follows:

Buildable Lots: 5

Non-buildable outlots: 1

Total buildable acres: 16.28

Total non-buildable acres: 3.60

Current Zoning: C & A

Proposed Use of the Subdivision: Light Industrial

Scott Ritter

sritter@hart-frederick.com

Name of Engineer/Surveyor

Contact Email and Phone

Dean Spina

dspina@bradloyriley.com

Name of Attorney

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.

Belvedere, Inc.

Curt Ellers

Name of Owner

Name of Applicant (if different)

511 Wanatee Creek Circle Marion, IA. 52302

Applicant Street Address (including City, State, Zip)

Applicant Phone

Applicant Email

Applicant Signature

See back page for Application Submittal Requirements and Checklist

Applications should be emailed to planning@johnsoncountylowa.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)		(1)
This application form with all information completed	JSR	(3)
Brief cover letter explaining the application and describing lots, road(s), provision of water, septic, etc.	JSR	(2)
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)	JSR	(2)
CAD line work of the plat, following the guidelines below	JSR	
Sensitive Areas Analysis in compliance with the Sensitive Areas Ordinance, or an <u>approved</u> waiver	N/A	
CAD line work of the Sensitive Areas Exhibit, following the guidelines below	N/A	
Stormwater Management Plan (including soil erosion and sediment control) in compliance with the Stormwater Management regulations, or an <u>approved</u> waiver	JSB	
Proof of application to Johnson County Public Health for a Public Health Zoning Application	JSA	
<u>For subdivisions that propose to create a new access or upgrade an existing access to a public county road</u> : copy of an approved ROW Permit (Access Permit) from Johnson County Secondary Roads	NA	
<u>For Farmstead Splits</u> : a list of parcel numbers of the parent farm and the book and page(s) recorded prior to December 1, 2000	N/A	
<u>For Final Plats</u> : 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	JSB	
CAD line work of stormwater infrastructure, following the guidelines below	JSB	
<u>For Combined and Final Plats</u> : 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	JSA	(1)
2. <u>SIGNED</u> and notarized Resolution Affirming the Stability of the Road System		
3. draft Owner's Certificate	DS	
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.)		

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.



HART-FREDERICK CONSULTANTS P.C.

ENGINEERS & SURVEYORS

6 June 2025

Mr. Josh Busard
Johnson County Zoning Director
Re: Commerce Court Addition for Curt Eilers
(Known as Belvedere Addition with preliminary plat)

Dear Josh:

Attached please find the application and accompanying documents for a Commercial Subdivision Final Plat application for Curt Eilers. At this time Curt & Belvedere, Inc. has made the improvements in this subdivision and would like to submit this Final Plat. There are 5 buildable lots and a cul-de-sac private road (Commerce Court NE). This property is owned by Belvedere, Inc. This parcel has access to 120th St. NE.

If you have questions or if you require further information you may contact myself, attorney Dean Spina or Curt Eilers.

Respectfully Submitted,

J. Scott Ritter, LLS
Hart-Frederick Consultants P.C.

C: Mr. Curt Eilers
Mr. Dean Spina
HFCfile

FOR OFFICE USE ONLY:
ZONING NUMBER: _____

Johnson County Public Health
855 S. Dubuque Street * Iowa City, Iowa 52240 * 319/356-6040 * Fax: 319/356-6044

Johnson County Public Health Zoning Application

Applicant Name: <i>Curt Allers</i>	Phone Number: (<i>515</i>) <i>281-1111</i>		
Address: <i>511 Warranto Creek Circle</i>	City: <i>Mason</i>	State: <i>IA</i>	Zip: <i>52302</i>

NOTE: THIS APPLICATION NEED NOT BE SUBMITTED FOR FINAL PLATS.

TYPE OF ZONING REQUEST:	APPLICATION FEE:
<input type="checkbox"/> Zoning reclassification from _____ to _____	\$75.00 Application Fee
<input type="checkbox"/> Combined preliminary and final plat	\$50.00 + \$20.00 per Lot Application Fee*
<input type="checkbox"/> Preliminary plat using private onsite/centralized waste water systems	\$50.00 + \$20.00 per Lot Application Fee*
<input type="checkbox"/> Conditional Use Permit	\$25.00 Application Fee
*Outlots Exempt	

Application Fee _____ + Number of lots 6 Minus Number of Outlots = 5 x \$20.00 Fee Per Lot
= Enclosed Fee _____

PLEASE RETURN THIS APPLICATION AND APPROPRIATE APPLICATION FEE TO:

JOHNSON COUNTY PUBLIC HEALTH
855 S. DUBUQUE STREET
IOWA CITY, IA 52240

The application and fee must be received by the department NO LESS THAN 24 HOURS prior to the Johnson County Zoning commission public hearing and/or the Johnson County Zoning Board of Adjustment.

No refund shall be made of any required fee accompanying a required application once filed with the administrative officer.

Signature of Applicant: _____

Date: 6-14-25