

Date Submitted: \_\_\_\_\_



## PARKING LOT PERMIT APPLICATION

24 N. Center Street, Marshalltown, IA 50158 Ph: 641-754-5756 Fax: 641-754-5742  
www.ci.marshalltown.ia.us.

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All items listed must be submitted with this application:

Failure to complete and submit all the required materials as a part of this application will result in a delay in accepting your application until it is complete.

\_\_\_\_\_ **A site plan, drawn in ink and to scale, which clearly shows the proposed and any existing parking lots. This site plan shall not be larger than 11" X 17." and must include:**

- Dimensioned property lines indicating any easements;
- Location & identification of adjacent streets and alleys;
- Location and size of all existing and proposed buildings and structures (include distances to all property lines and distances between buildings and structures.);
- Dimensioned driveways and parking areas; and
- Note surface material for the lot and/or driveways.
- Storm water runoff plan

Please type or print legibly in ink.

Describe Primary Property Use (hotel/retail/gas station, etc.):	
Parking Lot Property Address:	
Owner:	
Mailing Address:	
Phone:	Fax:
Owner's Agent (if applicable):	
Agent Address:	
Agent Phone:	Agent Fax:

***For City Use Only***

**Zoning**

The above-described parking lot(s) must meet all requirement outlined in the Zoning Ordinance.

Zoning Classification:	Yes	No
Landscape Plan Included:	<input type="checkbox"/>	<input type="checkbox"/>
Meets Buffering Requirements:	<input type="checkbox"/>	<input type="checkbox"/>
<b>Parking Lot Permit Approved:</b>	<input type="checkbox"/>	<input type="checkbox"/>
City Planner:	Date:	

**Engineering**

The above-described parking lot(s) must meet all requirement outlined in the Storm Water Management Plan.

	Yes	No
Storm Water Detention Plans have been submitted:	<input type="checkbox"/>	<input type="checkbox"/>
Construction Site Erosion & Sediment control permit application has been submitted:	<input type="checkbox"/>	<input type="checkbox"/>
Paving Plans have been submitted:	<input type="checkbox"/>	<input type="checkbox"/>
<b>Parking Lot Permit Approved:</b>	<input type="checkbox"/>	<input type="checkbox"/>
City Engineer:	Date:	