



Planning and Land Development Project Application

PROJECT NAME: _____

SITE LOCATION: _____

CONTACT INFORMATION:

Property Owner: _____

Company Name if Applicable: _____

Address: _____ City, State, Zip: _____

Phone: _____ Email: _____

Applicant or Agent (if different from Owner): _____

Company Name if Applicable: _____

Address: _____ City, State, Zip: _____

Phone: _____ Email: _____

Architect or Engineer: _____

Company Name if Applicable: _____

Address: _____ City, State, Zip: _____

Phone: _____ Email: _____

PRE-APPLICATION INFORMATION:

Have you had a pre-application meeting (in-person, phone, virtual) with Staff? Yes: _____ No: _____

If Yes, date of pre-application meeting: _____

If No, contact the Marion Planning Division at 319-743-6320 or email planning@cityofmarion.org to schedule a pre-application meeting prior to submittal of the application. Failure to conduct a pre-application meeting may result in processing delays of your request.

Signature of applicant: _____ Date: _____

Print name: _____

- Project details and requirements on the following page -

Planning and Land Development Project Application *(continued)*

PROJECT DETAILS:

Mark all corresponding project types associated with this project and fill in acreage if required.

X	PROJECT TYPE	ADDITIONAL FORM NEEDED	ACRES	APPLICATION FEES*
	Preliminary Plat	Checklist		\$15.00 / Acre with \$150.00 min.
	Final Plat	Checklist		\$15.00 / Acre with \$75.00 min.
	Preliminary Site Development Plan (PUD)	Checklist		\$15.00 / Acre with \$150.00 min.
	Final Site Development Plan (PUD)	Checklist		\$10.00 / Acre with \$40.00 min. ¹
	Plat of Survey	Letter		\$50 flat fee
	Rezoning	Checklist	N/A	\$100.00 to AG, RR, SR, TR Districts \$150.00 to all other except \$200.00 to PUD plus \$5.00/sign to be posted
	Comprehensive Plan Amendment	Letter	N/A	\$100 flat fee
	Architectural Design and Site Development Plan Review	Checklist	N/A	none
	Central Corridor Review	Checklist	N/A	none

¹ If submitted in conjunction with the Final Plat, the applicant shall pay either application fee, whichever amount is greater.

REQUIRED MATERIALS TO BE SUBMITTED:

- This completed project application.
- A formal letter describing the project OR the completed required checklist for each project type.
- Hardcopies of plans (3) full size for each project type.
(Exception: Architectural Design and Site Development Plan Review – only 1 copy)
- Digital files of all associated documents sent to planning@cityofmarion.org.

*Application fees may be paid by check written to “City of Marion” or paid by credit card over the phone after confirmation the application has been received by staff.