

City of Fairfax, Iowa - 2024 Submittal and Review Schedule (Plan of Improvement / Final Plat)

Initial Submittal* (for Review)	Approval Submittal for City Council Meeting	City Council Meeting**	Notes
Thu, Nov 30, 2023	Fri, Dec 29, 2023	Tue, Jan 09, 2024	
Thu, Jan 11, 2024	Fri, Feb 02, 2024	Tue, Feb 13, 2024	
Thu, Feb 08, 2024	Fri, Mar 01, 2024	Tue, Mar 12, 2024	
Thu, Mar 07, 2024	Fri, Mar 29, 2024	Tue, Apr 09, 2024	
Thu, Apr 11, 2024	Fri, May 03, 2024	Tue, May 14, 2024	
Thu, May 09, 2024	Fri, May 31, 2024	Tue, Jun 11, 2024	
Thu, Jun 06, 2024	Fri, Jun 28, 2024	Tue, Jul 09, 2024	
Thu, Jul 11, 2024	Fri, Aug 02, 2024	Tue, Aug 13, 2024	
Thu, Aug 08, 2024	Fri, Aug 30, 2024	Tue, Sep 10, 2024	
Thu, Sep 05, 2024	Fri, Sep 27, 2024	Tue, Oct 08, 2024	
Thu, Oct 10, 2024	Fri, Nov 01, 2024	Tue, Nov 12, 2024	
Thu, Oct 31, 2024	Wed, Nov 27, 2024	Tue, Dec 10, 2024	
Thu, Dec 05, 2024	Fri, Jan 03, 2025	Tue, Jan 14, 2025	
Thu, Jan 09, 2025	Fri, Jan 31, 2025	Tue, Feb 11, 2025	

*Initial Submittal must be a "Complete Submittal" per the Plan of Improvements / Final Plat Checklists; Process and review of the Initial Submittal may be delayed with an incomplete submittal, which may delay the City's consideration of the submittal.

*Expect 5 business days for the initial review of a complete submittal for Plan of Improvements and Final Plats.

**Agenda Items are due to City Staff by Noon on Thursday prior to the City Council Meeting.

NOTES:

1. Approval Submittals for Final Plats shall have completed bound documents; Financial Surety must also be in place with the Final Plat Approval Submittal if requesting the City's consideration prior to the City's acceptance of the Public Improvements.
2. All Final Plats located outside the Fairfax Corporate Limits submitted for review by the City of Fairfax shall be reviewed first by the Planning and Zoning Commission and then the City Council.
3. Complete Initial Submittals shall be addressed to the City Clerk, and shall be delivered to the Fairfax City Hall, 300 80th Street Court, Fairfax, Iowa 52228-0337.
4. The review & revision process is typically 3 full weeks, except over Thanksgiving and Christmas, where it is 4 full weeks.