



City of Grant
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FINAL PLAT

Application Date:	
Fee & Escrow: Covered under Preliminary Plat	

A Final Plat may only be submitted once a Preliminary Plat has been review and approved by the City Council. Unless an extension has been granted by the City Council, the subdivider shall submit an application for Final Plat within one (1) year following Preliminary Plat approval. If the Final Plat is not submitted within a year, and an extension from the City Council has not been obtained, the Preliminary Plat shall be considered void. The Final Plat is a recorded legal document and must conform to all Minnesota State Laws.

PARCEL IDENTIFICATION NO (PIN):		LOT SIZE:
PROJECT ADDRESS:	OWNER: Name: Address: City, State, Zip: Phone: Email:	APPLICANT (IF DIFFERENT THAN OWNER): Name: Address: City, State, Zip: Phone: Email:
BRIEF DESCRIPTION OF REQUEST:		DATE OF PRELIMINARY PLAT APPROVAL:
APPLICABLE CITY CODE SECTION(S): <i>Please review the referenced code section for a detailed description of required submittal documents, and subsequent process.</i> 1. Chapter 30, Division 3., Secs. 30-77 through 30-101		

Required Signatures

*** Note: All parties with a fee interest in the real estate must sign this application before the City will review for completion! ***

Applicant

Fee Title Property Owner *(If different from Applicant)*

Name: _____
(Please print)

Name: _____
(Please print)

Address: _____

Address: _____

City, State, Zip: _____

City, State, Zip: _____

Phone: _____

Phone: _____

Cell Phone: _____

Cell Phone: _____

Email: _____

Email: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

Checklist

Please review the attached checklist. Completeness depends on whether or not the applicable checklist items are fulfilled and submitted with your application.

Review Deadline and Timeline

All applications must be received by the deadlines as posted on the City’s website. Failure to submit by the date shown may result in a delay in the scheduling of the application for public hearing. Meeting the deadline does not guarantee that an application will be heard at the next meeting. To improve likelihood of appearing on an agenda, it is recommended that applications be submitted earlier than deadline.

According to Minnesota State Statue 462.358 a Final Plat Application has a Statutory review period of 60 days, unless an extension of the review period is granted by the applicant.

Application for Planning Consideration Fee Statement

(Please read carefully and understand your responsibilities associated with this land use application)

The City of Grant has set forth a fee schedule by City Ordinance as posted on the City’s website. The City of Grant utilizes consulting firms to assist in the review of projects. The consultant and city rates are available upon request. By signing this form, the Applicant accepts sole responsibility for any and all fees associated with the land use application from the plan review stage; the construction monitoring stage; and all the way to the release of any financial guarantees for an approved project. In the event the Applicant fails to make payment of all fees associated with the project, the City of Grant will assess any unpaid or delinquent fees related to this application or project against the subject property. If a project is denied by the City Council or withdrawn by the Applicant, the fees associated for the project until such denial or withdrawal, remain the Applicant’s responsibility.

I/WE UNDERSTAND THE FEE STATEMENT AND RESPONSIBILITIES ASSOCIATED WITH THIS LAND USE APPLICATION:

Applicant

Fee Title Property Owner

(If different from Applicant)

Signature

Signature

Printed Name

Printed Name

Date

Date

Final Plat Checklist

The following materials must be submitted with your application in order to be considered complete. If you have any questions or concerns regarding the necessary materials please contact the City.

COPIES: One (1) Electronic copy of full submission; One (1) Full Scale hard copy; Two (2) hard copy 11x17 half scale plans. Please note, that once approved the Mylars shall be prepared by the applicant for recording.

- Final Plat:** The Final Plat shall be prepared by a registered land surveyor and shall be to scale, and include:
- Name of proposed subdivision
 - Address/incorporate any changes or conditions as applied by the City Council at time of Preliminary Plat
 - Legal Description (Lot, Block, Subdivision)
 - Any required easements, including drainage & utility
 - Name of any new roadway
 - Property Type, Torrens or Registered (note: If Registered, you must supply the City with the Owner's Duplicate of Title)
 - Contact person's name, address, email address, and telephone numbers
-

- Date of Preliminary Plat Approval:**
- Provide a summary of all changes from preliminary plat, and updated preliminary plat plan set, if applicable.
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- Supplemental Documents:**
- Attorney's opinion of title showing title or control of property
 - Development Agreement, if applicable
 - Homeowner's association by-laws, if applicable
 - Final Drainage and Grading Plans
 - Final Street and Utility Plans
 - Erosion and Sediments Control Plan
-

- Regulatory Permits/Approvals:** Prior to Final Plat approval the following approvals must be acquired, where applicable, and letters/permit copies from the regulatory agency must be submitted to the City:
- Washington County review of septic system
 - NPDES Permit, if applicable
 - Washington County Department of Public Works, if access permit is required
 - Mn/DOT, if access from MN and US Routes, Review by Mn/DOT if property abuts a State Highway
 - Watershed district approvals, including WCA Permits
 - Army Corps of Engineers, if applicable
 - Joint Powers Agreement, if applicable
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- Improvements Required:** Prior to approval of the Final Plat by the City, the Developer shall agree to install, at a minimum, in conformity with approved construction plans, and all applicable standards and ordinances, the following improvements, or executed an agreement with the city for their installment.
- Survey Monuments
 - Grading
 - Pavement, Curb and Gutter, if applicable
 - Drainage Facilities
 - Miscellaneous facilities as required in construction plans
-

- Financial Guarantee provided, and any required fees as identified in Development Agreement
-

- Final Plat application form completed and signed by all required parties
-

- Escrows Paid: All fees must be paid for engineer, planner, and attorney services; fees associated with Setch Plan and Preliminary Plat
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Materials that may be required upon the request of the City

- Revised Preliminary Plat package, addressing and conditions of approval (see Preliminary Plat checklist)
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Required Certification by Developer

All fees and escrow payments up to review of the Sketch Plan and Preliminary Plat shall be paid in full to the city before the Final Plat is approved. A current invoice shall be supplied to the developer by the City Clerk.

As the construction of the project is completed the Developer understands that periodic inspection of progress on construction shall be conducted by the City's Engineer or designee. The Developer shall be responsible for all costs associated with these inspections.

With submission of the required documents, the Developer agrees with the terms of this application, includes appropriate checks and financial guarantees, agrees there are no outstanding boundary disputes, and that all conditions of Washington County, the Watershed District, and the City of Grant are satisfied.

Signature of Applicant

Date

Review and Decision by the City Council. The City Council shall review the application for Final Plat. The City Council is the only body with the authority to make a final determination.