



Application Date:	
Fee & Escrow:	Covered under Preliminary Plat

## FINAL PLAT

A Final Plat may only be submitted once a Preliminary Plat has been reviewed 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 with 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.

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

### Submittal Materials

The following materials must be submitted with your application in order to be considered complete. A complete application must be made at least 20 business days prior to the City Council meeting for which you wish to be heard. If you have any questions or concerns regarding the necessary materials please contact the City Planner.

AP – Applicant check list, CS – City Staff check list

AP	CS	MATERIALS
<input type="checkbox"/>	<input type="checkbox"/>	<b><u>FINAL PLAT</u></b> The Final Plat shall be prepared by a registered land surveyor and include: <ul style="list-style-type: none"> <li>▪ Name of proposed subdivision</li> <li>▪ Address any conditions as applied by the City Council at time of preliminary plat</li> <li>▪ Legal Description (Lot, Block, Subdivision, PIN)</li> <li>▪ Property Type, Torrens or Registered (note: if Registered, you must supply the City with the Owner's Duplicate of Title)</li> <li>▪ Contact person's name, address, email address, telephone and fax numbers</li> </ul> <b>COPIES: 10 (3 Full Size, 7 Reproducible copy at 11" x 17")</b>
<input type="checkbox"/>	<input type="checkbox"/>	Date of Preliminary Plat Approval: _____ Provide a summary of all changes from preliminary plat, if applicable.
<input type="checkbox"/>	<input type="checkbox"/>	<b><u>Supplemental Documents</u></b> <ul style="list-style-type: none"> <li>▪ Attorney's opinion of title showing title or control of property</li> <li>▪ Executed Developer's Agreement, if applicable</li> </ul>

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		<ul style="list-style-type: none"> <li>▪ Homeowner's association by-laws (if applicable)</li> <li>▪ Approval of Final Drainage and Grading Plans</li> <li>▪ Approval of Final Street and Utility Plans</li> <li>▪ Approval of Erosion and Sediment Control Plan</li> </ul> <p>COPIES: 5</p>
		<p><b>Regulatory Permits/Approvals:</b> 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:</p> <ul style="list-style-type: none"> <li>▪ Washington County Conservation Department</li> <li>▪ MPCA for Washington County for septic system/joint sewer system</li> <li>▪ MPCA for air, water, or noise pollution control permits, if applicable</li> <li>▪ Washington County Department of Health for water system</li> <li>▪ NPDES Permit</li> <li>▪ Washington County Department of Public Works, if driveway access permit is required</li> <li>▪ Mn/DOT, if access from MN and US routes, Review by Mn/DOT if property abuts a State Highway</li> <li>▪ Watershed district approvals, including WCA Permits</li> <li>▪ Army Corps of Engineers, if any wetlands will be filled</li> <li>▪ Joint Powers Agreement, if applicable</li> </ul>
		<p><b>Improvements Required:</b> Prior to approval of the plat by the City, the Developer shall agree to install in conformity with approved construction plans and in conformity with all applicable standards and ordinances, the following improvements, or executed an agreement with the city for their installment.</p> <ul style="list-style-type: none"> <li>▪ Survey Monuments</li> <li>▪ Grading</li> <li>▪ Pavement, Curb and Gutter</li> <li>▪ Sidewalks/Trails</li> <li>▪ Drainage Facilities</li> <li>▪ Miscellaneous facilities as required</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	Financial Guarantee provided
<input type="checkbox"/>	<input type="checkbox"/>	Final Plat application submittal form completed and signed by all necessary parties
<input type="checkbox"/>	<input type="checkbox"/>	Escrows Paid: All fees must be paid for engineer, planner and attorney services; fees associated with Concept Plan and Preliminary Plat; Road or stormwater improvements; and any other improvements.
<b>MATERIALS THAT MAY BE REQUIRED UPON THE REQUEST OF THE CITY PLANNER</b>		
<input type="checkbox"/>	<input type="checkbox"/>	Electronic copy of all submittal documents
<input type="checkbox"/>	<input type="checkbox"/>	Revised Preliminary Plat package, addressing and conditions of approval (see preliminary plat checklist)

**Required Certification by Developer:**

All fees and escrow payments up to review of the Concept 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 inspections 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.

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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.

This application must be signed by ALL owners of the subject property or an explanation given why this not the case.

*We, the undersigned, have read and understand the above.*

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date