



Submittal Date: ___/___/___

Completion Date: ___/___/___

City of Lakeville

Land Use Application

Property Address: _____

Legal Description/PID No. _____
(If metes and bounds, attach description)

Description of Request: _____

No. of Lots _____ Site Area (Acres) _____ Present Zoning _____

If Platting: Name of Subdivision _____

Name of Applicant/Developer _____

Address _____

City _____ State _____ Zip _____

Phone No. _____ E-mail _____

Signature _____ Date _____
Please Print Name

Email address where invoices should be sent _____

Property Owner/Fee Owner (If different from above) _____

Address _____

City _____ State _____ Zip _____

Phone No. _____ E-mail _____

Signature _____ Date _____
Please Print Name

REQUIRED: A certified list and mailing labels of property owners located within five hundred (500) feet of the subject property obtained from a certified title company.

APPLICATION TYPE

_____ Comp Plan Amendment	_____ Planned Unit Dev	_____ Vacation
_____ Conditional Use Permit	_____ Preliminary Plat	_____ Variance
_____ Interim Use Permit	_____ Rezoning	_____ Zoning Code Amendment

✓ Please include all applicable information regarding the project as listed on the attached checklist. (Additional information may be requested after review by the City).

Community Development Department

20195 Holyoke Ave - Lakeville, MN 55044 - lakevillemn.gov - Phone: (952) 985-4420



Dear Applicant:

The City of Lakeville requires a cash escrow to cover costs incurred from staff and consultants directly related to processing your application. These costs are normally related to review of the application by City planning and engineering staff, City consultants, and possibly the City Attorney.

You will receive a statement of account every 30 days. If the deposit is depleted before the application is concluded, you may be asked to make an additional deposit. In all cases, bills must be current before final action on your application is taken by the City Council.

There will be no credit given in cases where requests are denied or determined to be premature. We make every attempt to keep costs down. It is important that completed documents, plans, and designs be furnished by you and your consultants in a timely fashion in order to accomplish this. Incomplete submittals result in time consuming report writing and increased review time.

Please contact the Community Development Department if there are unanswered questions or if you are unsure how to proceed. We will endeavor to process your application as quickly as possible and assist you in every way we can.

Sincerely,

Tina Goodroad
Community Development Director

I have read and understand the above letter.

Applicant's Signature

Date

REQUEST TYPE	BASE FEE	ENGINEERING FEE	GIS FEE	ESCROW*	TOTAL
Comprehensive Plan Amendment	\$500			\$2,000	\$
Conditional Use Permit - Single Family	\$500				
Conditional Use Permit - Other	\$500			\$1,000	\$
Interim Use Permit - Single Family	\$500				\$
Interim Use Permit- other	\$500			\$1,000	
Planned Unit Development (PUD)	\$500			\$2,000	\$
Preliminary Plat	\$500	\$150/acre (\$500 min, \$3,200 max)		\$3,000	\$
Rezoning	\$500			\$2,000	\$
Vacation (Street/Easement)	\$200			\$1,000	\$
Variance - Single Family	\$500				\$
Variance - Other	\$500			\$1,000	
Zoning Code Amendment	\$500			\$2,000	\$
TOTAL CUMULATIVE FEES	\$	\$	\$	\$	\$

*The above escrow amounts represent the minimum deposit required. Additional escrow amounts may be required depending upon the size, complexity, and scope of the project. Escrow fees are used for legal services, planning and engineering by staff and/or consultants.