

STEARNS COUNTY PLAT APPLICATION
Environmental Services Department
Stearns County Service Center - 3301 County Rd 138 - Waite Park, MN 56387
320-656-3613 or 1-800-450-0852

Date Application Submitted _____ Parcel Number (s) _____

Name of Plat _____ Plat File Number _____

Property Owner _____ Phone _____

Property Address _____

Mailing Address _____

Property Owner Email _____

Developer _____ Phone _____

Mailing Address _____

Developer Email _____

Fees

- Plat Review Fee: \$ _____ Receipt # _____
 - Minor - \$400
 - Major - \$500 plus \$100 per building site
- Park Dedication Fee: (prior to FINAL plat Approval) \$ _____ Receipt # _____
- Surveyors Final Plat Check Fee: \$ _____ Receipt # _____
 - \$350 base fee plus \$35 per lot: # of lots _____ # of outlots _____
- County Highway Review Fee: \$ 90.00 Receipt # _____
- Stormwater management/erosion control plan and grading plan, including hydrology calculations
Review Fee: \$ 300.00 Receipt # _____
- Wetland Delineation & Report- Review Fee \$ _____ Receipt # _____

The following must be submitted with the preliminary plat:

- Preliminary plat signed by Township
- Documentation of the Townships intentions to apply road standards for plats with new roads
- Septic System Site Evaluations
- Proof of ownership (copy of deed)
- Title Commitment
- Water test results for nitrates (can be submitted with either preliminary plat or final plat) Note:
water sample shall be collected at the well by the lab that's doing the test. In no case shall the
owner take the sample.
- Stearns County Assessor review date: _____ Signature: _____
- Date of Pre-Application Meeting (major plats only): _____

Required Information

Eight (8) copies of the preliminary plat (Major plat) or Four (4) copies of the preliminary plat (Minor Plat), and a copy of the plat in a PDF format. At a minimum, the preliminary plat and application shall contain the information required in Section 5 of Ordinance 230. The application shall be accompanied by all fees established pursuant to Section 13 of Ordinance 230.

Signature of Person Submitting Plat

Signature of this application authorizes Environmental Services Staff to enter upon the property to perform needed inspections. Entry may be without prior notice.

Information reviewed at pre-application meeting:

- Existing property lines and property lines extending 100 feet from the exterior boundaries of the parcel to be subdivided.
 - Existing public and private roads, widths of the roads and any associated easements.
 - Visually significant aspects of the property, including views outward from potential homesites and views inward from the public.
 - Location and size of any abandoned wells, sewage treatment systems and dumps.
 - Existing buildings and any impervious surface.
 - Determine the type of contour interval needed. A contour map of surrounding properties may be required if deemed necessary.
 - Existing vegetation (list type and percent of coverage; i.e. grassland, plowed field, wooded areas, etc.)
 - The location(s) of any animal feedlot within 700 feet of the plat boundary.
 - Waterways, watercourses, lakes and public water wetlands, including potential development impacts.
 - Review National Wetland Inventory mapped wetlands.
 - The Shoreland District Boundary, if any portion of the plat is in shoreland.
 - In the shoreland district, the toe and top of any bluffs present.
 - In the shoreland district, characteristics regarding near-shore aquatic conditions, including depths, types of bottom sediments and aquatic conditions.
 - Floodway, flood fringe and/or general flood plain district boundary, if applicable.
 - The soils in the area to be platted, including highly erodable soils, water table and steep slope information. Areas with soils that may present problems for development shall be outlined. The Stearns County Soil Survey may be used for this information.
 - Parcel number(s).
 - Potential storm water management issues.
 - Relationship of the proposed plat to existing and/or proposed County and State Highways.
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| <input type="checkbox"/> Unplatted Burial Site | <input type="checkbox"/> Biological Survey | <input type="checkbox"/> DWSMA |
| <input type="checkbox"/> Airport Overlay | <input type="checkbox"/> Landfill/Dumpsite | <input type="checkbox"/> Conservation Design |
| | | <input type="checkbox"/> Overlay |