



**CITY OF ROBBINSDALE**  
 4100 Lakeview Avenue North  
 ROBBINSDALE, MN 55422

**PLANNING APPLICATION NO. \_\_\_\_\_**

**(763) 531-1269 or (763) 531-1266**

*To review references visit our website at [www.robbinsdalemn.com](http://www.robbinsdalemn.com)*

**SUBDIVISION (Preliminary Plat) (Reference Section 500.17, Subd 1)**

Applicant \_\_\_\_\_

Address \_\_\_\_\_

Owner (if different from Applicant) \_\_\_\_\_

Owner's Address \_\_\_\_\_

Applicant's Day Phone # \_\_\_\_\_

Applicant's Evening Phone # \_\_\_\_\_

Applicant's Cell and/or Fax # \_\_\_\_\_

Legal Description of Property \_\_\_\_\_

Present Zoning Classification \_\_\_\_\_ Existing Use of Property \_\_\_\_\_

Area of Property \_\_\_\_\_ Section of Ordinance(s): \_\_\_\_\_

Please describe the proposed use/request in appropriate detail (attach additional sheets if necessary):

Applications for a subdivision or lot split will not be accepted until the applicant has provided the following information:

1. Preliminary plat information per Section 500.17 or if a lot split:
  - A. Existing property boundary lines, structures, setbacks, streets, utilities, and public facilities on the subject property and adjacent property.
  - B. Existing easements, public and private, on the subject property and the purposes which are provided noted.
  - C. Proposed property boundary lines or division of lot(s).
  - D. Current and proposed Legal descriptions of lots to be formed.
2. Certificate of Survey (3 copies) showing the above and the following: scaled contour elevation(s)
3. Application Fee

Applications for subdivisions will not be accepted until the applicant has provided all required information.

**Requests must be received 4 weeks prior to the Planning Commission meeting at which request is to be heard.**

Application Deadline: \_\_\_\_\_ Application Fee: **\$200 +\$100/lot** Receipt #: \_\_\_\_\_

Planning Commission Date \_\_\_\_\_ \*City Council Date(s) \_\_\_\_\_ & \_\_\_\_\_

(\*Tentative: final date will be announced at the Planning Commission meeting.)

The undersigned acknowledges/declares that all the facts and representations stated in this application are true and by signing, acknowledges the cost and the procedure for the processing of this application and certifies that the property described by the provided address is not tax delinquent. Furthermore, undersigned grants City staff entry upon the land in question to perform any necessary site inspections during the duration of the project. **Applicant should be represented at the Planning Commission meeting and the City Council public hearing.**

Signature of Applicant (and Owner if other than applicant) \_\_\_\_\_

\_\_\_\_\_ Date