

### GENERAL INFORMATION

#### 1. Applicant

|                     |  |       |        |      |
|---------------------|--|-------|--------|------|
| Name:               |  |       |        |      |
| Street:             |  | City: | State: | Zip: |
| Business Telephone: |  | Fax:  |        |      |
| Email:              |  |       |        |      |

#### 2. Property Identification Number (PID) for this application:

#### 3. Property Address for this application:

|         |  |       |        |      |
|---------|--|-------|--------|------|
| Street: |  | City: | State: | Zip: |
|---------|--|-------|--------|------|

#### 4. Project Name and Project Description:

#### 5. Property Owner

Same as the Applicant

|                     |  |       |        |      |
|---------------------|--|-------|--------|------|
| Name:               |  |       |        |      |
| Street:             |  | City: | State: | Zip: |
| Business Telephone: |  | Fax:  |        |      |
| Email:              |  |       |        |      |

#### 6. Project Contact (Architect, Designer, Engineer, Land Surveyor, or Landscape Architect, if applicable)

|                     |  |                  |             |
|---------------------|--|------------------|-------------|
| Name:               |  | Role in Project: |             |
| Company:            |  |                  |             |
| Street:             |  | City:            | State: Zip: |
| Business Telephone: |  | Fax:             |             |
| Email:              |  |                  |             |

#### City Use Only

|              |                |                |
|--------------|----------------|----------------|
| Received by: | Date Received: | Date Complete: |
| Permit No.:  | Fee:           | Date Paid:     |
| Other:       | Escrow:        | Date Paid:     |

### 7. Additional Design/Engineering Professional (if applicable)

|                     |                  |        |      |
|---------------------|------------------|--------|------|
| Name:               | Role in Project: |        |      |
| Company:            |                  |        |      |
| Street:             | City:            | State: | Zip: |
| Business Telephone: | Fax:             |        |      |
| Email:              |                  |        |      |

### 8. Plot Plan Requirements (check all items included in the application):

*Items may be excluded with advance approval from City Staff. If you have any questions, please call the Community Development staff at (507) 645-3059.*

#### General Plan Information

- 1) **Format:** Drawings must be no larger than 11" x 17"
- 2) **Seal:** Drawings for new one-, two-, or three-family structures must include the seal of a registered land surveyor.
- 3) **Scale:** Drawing scale must be no smaller than 1" = 10' and no larger than 1" = 60', unless an alternative scale is approved in advance by the City Planner.
- 4) **Legend:** Drawings must include a North arrow and a list of abbreviations.

#### Lot Information Drawings or attached documentation must show the following:

- Lot dimensions consistent with property records of the City of Northfield or Rice County Auditor.
- Building placement or building setback lines.
- Easements, existing and proposed.
- Right-of-way lines and street name(s).
- Tree location(s) and species identification of existing trees with a Diameter at Breast Height (DBH) of 12" or greater.

#### House/Structure Information Drawings or attached documentation must show the following:

- Building location on lot, including all existing and proposed buildings.
- Dimensions of existing and proposed buildings, including decks, patios, and similar attachments or structures.
- Lowest floor elevation of habitable space for structures located within a floodplain.
- Retaining wall/wing wall location(s), existing and proposed.
- Driveways, public sidewalks, and private walk location(s) and dimensions, existing and proposed.
- Drainage improvements, existing and proposed.
- Water and sanitary sewer service locations and service size.

#### Grading/Engineering Information Drawings or attached documentation must show the following:

- Spot elevations, existing and proposed.
- Surface water flow arrows indicating direction of flow.
- Drainage swales and drainage easements, if applicable.
- Floodplain information, including 100-year flood elevation and first floor elevations.

*\*A sample Plot Plan diagram is shown at the end of this application packet for general illustration only.\**

### 9. Floodplain Development Permit

*Project Information*

|  |  |  |
|--|--|--|
| <b>Floodplain District</b><br><input type="checkbox"/> Floodway fringe<br><input type="checkbox"/> Floodway<br><input type="checkbox"/> General Floodplain | <b>Type of Structure Use</b><br><input type="checkbox"/> Residential (1, 2, or 3 family)<br><input type="checkbox"/> Residential (multiple family)<br><input type="checkbox"/> Commercial<br><input type="checkbox"/> Industrial<br><input type="checkbox"/> Agricultural<br><input type="checkbox"/> Accessory Building<br><input type="checkbox"/> Other | <b>Base Flood Elevation (BFE)</b><br><br>Existing BFE:<br>(Indicate source of BFE data below)                                  |
|  |  | <b>Proposed BFE:</b><br><br>(Minimum lowest first floor elevation shall be 1' above BFE)<br><br><b>Lowest Floor Elevation:</b> |

|  |   |
|--|---|
| <b>Type of Project:</b><br><input type="checkbox"/> New construction<br><input type="checkbox"/> Addition<br><input type="checkbox"/> Alteration<br><input type="checkbox"/> Fill/grading<br><input type="checkbox"/> Site improvement | <b>Zoning Status:</b><br><input type="checkbox"/> Permitted Use<br><input type="checkbox"/> Conditional Use |
|--|---|

**Note:**

A Plot Plan is required for construction of all single-, two-, or three-family homes and additions thereto. A Site Plan is required for residential structures of four (4) units or more, and for all commercial and industrial structures and additions thereto.

### Notice

Review of a Land Development Application and the decision to approve, approve with modifications, or deny the application will be based on the standards and criteria found the Northfield Land Development Code. These standards and project review criteria reflect the Comprehensive Plan of the City of Northfield, and stipulate the minimum and/or maximum requirements necessary to safeguard public health, safety, aesthetics, and general welfare.

Approval of this Land Development Application does not absolve the applicant from obtaining all other applicable permits, including but not limited to, stormwater management permits, building permits, Minnesota Department of Transportation access permits, and/or other applicable permits and approvals.

***I (We) certify that I (we) have submitted all the required information to apply for approval of a Land Development Application and that the information is factual.***

**Signed by:**

\_\_\_\_\_ Date: \_\_\_\_\_

**Property Owner(s) (Note: No other signature may be substituted for the Property Owner's Signature.)**

**AND:**

\_\_\_\_\_ Date: \_\_\_\_\_

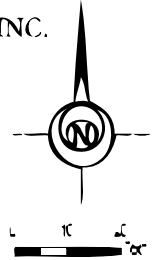
**Applicant**

\_\_\_\_\_ Date: \_\_\_\_\_

City Acceptance

ADDRESS: \_\_\_\_\_ DRIVE

**CERTIFICATE OF SURVEY**  
FOR  
**BUILDERS & REMODELERS, INC.**



LOT AREA - 14,816 SF  
HOUSE AREA - 1,845 SF

NOTE  
VERTICAL DIFFERENCE BETWEEN PROPOSED  
GARAGE FLOOR & TOP OF CURB AT CENTER OF  
DRIVEWAY - 2.3

SETBACKS  
FRONT - 15 FEET  
SIDE - 5 FEET  
REAR - 20 FEET

PROPOSED BUILDING SETBACK

BENCH-MARK  
T.M. AT THE NORTHEAST  
CORNER OF LOT 1, BLOCK 2  
ELEV = 1009.42

- DENOTES IRON PIPE MONUMENT SET
- DENOTES FOUND IRON PIPE MONUMENT
- DENOTES PROPOSED DRAINAGE DIRECTION
- DENOTES SERVICE LOCATION
- DENOTES SPIKE
- DENOTES EXISTING ELEVATION
- DENOTES PROPOSED ELEVATION
- DENOTES HUB ELEVATION
- DENOTES TREE
- DENOTES EVERGREEN TREE
- SEWER & WATER

PROPOSED TOP OF BLOCK ELEV = 1006.9  
PROPOSED GARAGE FLOOR ELEV = 1006.6  
PROPOSED BASEMENT FLOOR ELEV = 1003.7

**PROPERTY DESCRIPTION**  
LOT 10 BLOCK 2 DEVELOPMENT,  
CITY OF NORTHFIELD  
RICE COUNTY, MINNESOTA.

I HEREBY CERTIFY THAT THIS SURVEY WAS PREPARED BY ME OR  
UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED  
LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA

DATE 12-13-11 \_\_\_\_\_ LAND SURVEYOR  
MINNESOTA LICENSE \_\_\_\_\_



**Surveying & Associates**

