

# Minor Subdivision Application

Becker Township  
PO Box 248  
12165 Hancock Street  
Becker, MN 55308

[www.beckertownship.org](http://www.beckertownship.org)

763-261-5301



Date Received \_\_\_\_\_

Fee Received:       Cash       Check # \_\_\_\_\_       Credit Card \_\_\_\_\_  
(name on card)

**Fee – \$500 + \$3,000 Escrow**

Above for Office Use Only

## APPLICANT

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ EMAIL \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

## FEE OWNER(S)

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

PROJECT/DEVELOPMENT NAME \_\_\_\_\_

PROJECT LOCATION \_\_\_\_\_

PROPERTY IDENTIFICATION NUMBER (PIN) \_\_\_\_\_

LEGAL DESCRIPTION OF PROPERTY (attach a separate document if necessary):  
\_\_\_\_\_  
\_\_\_\_\_

## SURVEYOR

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

CURRENT ZONING

- |   |  |                                       |
|---|--|---------------------------------------|
| <input type="checkbox"/> Agriculture District | <input type="checkbox"/> General Rural | <input type="checkbox"/> Commercial   |
| <input type="checkbox"/> Neighborhood Comm.   | <input type="checkbox"/> Industrial 1  | <input type="checkbox"/> Industrial 2 |
| <input type="checkbox"/> Heavy Industrial     |  |                                       |

WETLANDS:       Shoreland       Shoreland River District       Wetland

NATURE OF REQUESTED USE: \_\_\_\_\_  
\_\_\_\_\_

---

**PROCEDURE FOR SUBDIVISION APPROVAL**

---

Submit

- two (2) full size paper copies of a current Certificate of Survey prepared and signed by a Minnesota registered land surveyor; and
- one (1) electronic copy of a current Certificate of Survey prepared and signed by a Minnesota registered land surveyor; and
- legal descriptions in PDF or text format (eliminates typographical errors in document development)

The survey shall include the following information:

- legal description of each parcel
- parcel area
- easements of record
- site improvements including buildings, free standing signs and paved areas
- distances from buildings to ownership and property lines

All setbacks and yard and density requirements and building codes shall be met.

Review of Certificate of Survey:

1. The Administrative Official shall within ten (10) days review the Certificate of Survey to determine if they are in compliance with the provisions of the Township's Ordinances. If the Certificate of Survey is determined to be incomplete or not in compliance with the provisions of the Ordinance, then the Administrative Official shall so notify the applicant within ten (10) days.
2. Action on Certificate of Survey: If the Certificate of Survey is determined to be complete and in compliance with the provisions of the Becker Joint Planning Board Ordinance, then it shall be reviewed by the Town Planning Commission followed by a review for approval by the Joint Planning Commission.
3. Recording of Certificate of Survey: The Certificate of Survey shall be recorded with the Sherburne County.

**→The applicant shall be responsible for filing the Certificate of Survey with the County Recorder's office and provide a copy of the recorded Certificate of Survey to the Township Administrative Official.**

---

I HEREBY CERTIFY that I have no delinquent property taxes special assessments, penalties, or interest due on the parcel to which the application relates. I am also aware that the property taxes which are being paid under the provisions of a court order or which are in the process of being appealed are not considered delinquent for the purposes of this law if all payments under the terms of the order or appeal have been paid.

I FURTHER CERTIFY that if I am in violation of this requirement, the Town of Becker may deny the permit application by law.

I HEREBY STATE that all of the information stated in this application is true and accurate to the best of my knowledge.

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

---

Signature of Applicant

Date

---

Signature of Owner (s)

Date

---