

# Preliminary Plat Application

Becker Township  
PO Box 248  
Becker, MN 55308

www.beckertownship.org  
763-261-5301



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

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

Attach copy of escrow check to application

Above for Office Use Only

**Fee – \$400 plus \$20 per new lot plus \$5,000 escrow deposit**

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**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):

\_\_\_\_\_  
\_\_\_\_\_

## PROCEDURE FOR PRELIMINARY PLAT APPROVAL

The following materials must be submitted with your application in order to be considered complete.

- A complete application must be made twenty four (24) days prior to the Planning Commission meeting for which you wish to be heard.
- To fully understand all of the information required for submittal, the Town of Becker requires a review of a sketch plan prior to a submission for preliminary plat.
- The plat request shall be filed with the Town Clerk on this official application form, along with the established fee.
- Such application shall also be accompanied by
  - two (2) large-scale copies
  - an electronic copy
  - and supportive information in conformity with the Township's Ordinances. The scale of such materials shall be the minimum necessary to ensure legibility.

The final plat for the first phase of the development shall be submitted within one year after said approval or approval of the preliminary plat shall be considered void.

For plats with multiple phases a final plat application for a subsequent phase must be submitted within two (2) years after approval of the previous phase final plat or the preliminary plat shall be considered void.

Prior to the expiration of the final plat deadline, the Planning Commission may extend the approval for an additional (2) years. The extension request shall be in writing specifically designating the expiration date. Only one (1) extension may be granted per phase of the preliminary plat.

Required Information:

1. Proposed name of subdivision, not similar to any existing subdivision.
2. Date and North Arrow.
3. Scale of plat, not less than one (1) inch to one hundred (100) feet.
4. Indication of any proposed covenants or private restrictions.
5. Location map indicating location of proposed subdivision in relationship to general known area.
6. Names and addresses of the subdivider and surveyor making plat and property owners of record within three hundred fifty (350) feet of the proposed subdivision.
7. Legal description of proposed subdivision.
8. Boundary line of proposed subdivision.
9. Zoning of land within and abutting the subdivision.
10. Layout, dimensions and acreage of proposed lots and blocks.
11. Name, location and right-of-way width of existing or proposed streets, highways, alleys, sidewalks, and pedestrian ways.
12. Soil survey, grading plan, soil erosion and sediment control plan, and landscaping plan.
13. Location and elevation of the Ordinary High water level of all lakes, rivers, streams and wetlands.
14. Location, dimensions, and purpose of existing and proposed utilities and utility easements.
15. Primary and secondary individual sewage treatment system locations for each lot.
16. Existing and proposed storm water drainage systems including drainage easements.
17. Boundary lines of adjoining unsubdivided or subdivided land within three hundred and fifty (350) feet, identifying by name and ownership.
18. Statement of proposed use of development including type and number of structures and units.
19. Proposed zoning changes, if necessary.
20. Minimum front, side, and rear yard setbacks as required by the Zoning Chapter.
21. Location, dimensions. and size of areas, other than streets, alleys, pedestrian ways, and utility easements, proposed to be dedicated or reserved for public uses.
22. Inventory of existing trees above 6-inches diameter by type and size and the proposed tree preservation plan for property included within the subdivision.
23. The Type of Structure proposed based on drainage, grading, and sewer elevations must be shown for each lot in the subdivision.
24. Statement of adequacy of existing or proposed utilities to accommodate or serve the proposed development.

- 25. Statement relative to the relationship of the proposed subdivision with existing or potential adjacent subdivisions.
- 26. Other information deemed necessary by the Joint Planning Board, Zoning Administrator, Town Board, or Subdivider.

**NOTE: PRELIMINARY AND FINAL PLAT IS SUBJECT TO PARK DEDICATION REQUIREMENTS.** Acceptance of either park land dedication or cash in lieu of park land dedication is at the discretion of the Township.

Park Dedication Requirements:  
 Residential – 10 percent of land or \$800 per unit (Payment in Lieu)  
 Commercial – 5% land where the Town deems it in the public interest to require a contribution

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

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Signature of Applicant	Date	Printed Name
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Signature of Owner (s)	Date	Printed Name
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Signature of Owner (s)	Date	Printed Name
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