

**REZONING OR MAP AMENDMENT
APPLICATION CHECKLIST**

City of Scandia, Minnesota

14727 209th Street North, Scandia, MN 55073

Phone 651/433-2274 Fax 651/433-5112 Web <http://www.ci.scandia.mn.us>

GENERAL REQUIREMENTS:

- | | <u>INCLUDED IN SUBMITTAL</u> | |
|---|-------------------------------------|-----------------------------|
| 1. Application Form | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. Fees | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. Escrow | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. Complete legal description | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 5. A description of the request, including type of business or activity and proposed number of employees | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 6. Aerial photo of site and 1/4 mile vicinity | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 7. Survey/Site Plan (2 full size and 2 copies reduced to 11" by 17". Electronic files also preferred.) | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| <u>Plan Sheet Requirements:</u> | | |
| - Signature | | |
| - Name, address, phone number for owner, developer, surveyor, and engineer | | |
| - Date of preparation and revision dates | | |
| - North Arrow | | |
| - Graphic scale not less than 1:100 | | |

SITE PLAN REQUIREMENTS, EXISTING AND PROPOSED:

- | | <u>INCLUDED IN SUBMITTAL</u> | |
|---|-------------------------------------|-----------------------------|
| 1. Property lines and dimensions | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. Area in acres and square feet | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. Existing and proposed building locations and dimensions | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. Lowest floor elevation of proposed structure(s) | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 5. Setbacks, including front, side, rear, wetland, shoreland, and right-of-way | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 6. Buildable area | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 7. Driveway location | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 8. Landscaping Plan | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 9. Grading, Drainage and Erosion Control Plan | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 10. Soil conditions and types | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 11. Building floor plan | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 12. Building elevations | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 13. Sanitary sewer and water plan | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 14. Wetlands | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 15. Wetland delineation report | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 16. Waterbodies and Ordinary High Water Level | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 17. Slopes (over 50 feet horizontal distance). 12% or greater in St. Croix River district, 18% or greater in Shoreland, and 25% or greater on all properties. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 18. Topographic contours at 2-foot intervals and Bluff line, if applicable | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 19. Any other improvements to the property | <input type="checkbox"/> YES | <input type="checkbox"/> NO |