

PLANNED DEVELOPMENT APPLICATION

Application Fee: \$500 _____
 Escrow: \$2,000 _____
 Total Fees¹: \$ 2,500 _____

CITY STAFF USE ONLY
Case No: _____
Date Received: _____
60 Day Date: _____
Receipt No: _____

Street Address of Parcel: _____
Applicant Information
Name: _____
Address: _____
Phone # _____ Email: _____
Owner Information <i>(if different from applicant)</i>
Name: _____
Address: _____
Phone # _____ Email: _____

Site Information
Legal/PID # _____
Present Zoning: _____ Proposed Zoning: _____
Existing Use of Property: _____
Description of Proposal <i>(including proposed use)</i> _____

1. Fees are payable at the time of application and are not refundable unless the application is withdrawn prior to being sent for legal publication and notice. Escrows are a credit toward all reasonable expenses charged by staff and/or consultant's time necessary in the investigation, report, and recommendation to city council regarding the application.

Required Attachments and Exhibits ²	
<input type="checkbox"/>	Narrative outlining how the proposal aligns with the intent and purpose of city code §153.280 and other provisions regarding planned developments, as well as the rationale for deviation from zoning requirements and the resulting benefits, amenities, and/or improved quality environment.
<input type="checkbox"/>	Electronic and paper plan sets , prepared and signed by a registered civil engineer, architect, and/or a landscape architect, showing all information listed below. Submittals shall include ten 11"x17" copies and one 24"x36" copy of the plans and all plans must be printed to scale.
<input type="checkbox"/>	Map of the property showing lot area and yard dimensions of the subject property, as well as showing all properties within 150 feet of the subject property.
<input type="checkbox"/>	Building elevations including dimensions and materials for all sides of the building(s).
<input type="checkbox"/>	Site layout including existing and proposed utilities, parking layout, access, and flow to allow for service in and around the site for pedestrians and automobiles, curbing type, location and dimensions of structures, screening measures such as fencing, walls, etc. including materials and height, lighting provisions including location, type, and footcandles.
<input type="checkbox"/>	Tree and landscaping plan showing location, type, and size.
<input type="checkbox"/>	Topography and grading existing and proposed, if being altered.
<input type="checkbox"/>	Storm/surface water management existing and proposed drainage areas, stormwater modeling showing proposed rates meet the existing rates for the atlas-14 2-, 10-, & 100-year storm events.
<input type="checkbox"/>	Infiltration , if proposed, soil borings should be submitted to confirm adequate separation to groundwater and/or bedrock and to confirm the soil infiltration rate.
	- If disturbing more than 1 acre, submittals must also include water quality modeling showing a 50% total phosphorus removal from runoff from new or redevelopment.
	- If creating more than 1 acre of net, new impervious, include volume control calculations to show 1" over the net increase in impervious is being infiltrated if infiltration is feasible.

Signature and Acknowledgement ³	
Signature of Applicant: _____	Date: _____
Signature of Owner: _____ <i>(if different from applicant)</i>	Date: _____

2. All application materials and fees must be filed on or before the dates listed on the submittal calendar on the [zoning page of the City of West St. Paul website](#). Meeting with city staff is encouraged prior to all submittals.
3. I hereby certify that I have read and reviewed this application and know all statements to be true and correct. All work herein mentioned will be done in accordance with all codes and ordinances of the City of West St. Paul and the State of Minnesota. I further understand that this application and related contents may be released to other local government agencies for review.