



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

# 2021 City of Lakeville Comprehensive Plan Amendment Application

Property Address: \_\_\_\_\_

Legal Description/PID No. \_\_\_\_\_  
*(If metes and bounds, attach description)*

Current Land Use: \_\_\_\_\_ Requested Land Use: \_\_\_\_\_

Description of Request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

~~~~~  
Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone No. \_\_\_\_\_ E-mail \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

~~~~~  
Property Owner/Fee Owner *(If different from above)* \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone No. \_\_\_\_\_ E-mail \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

***A certified list prepared by an abstract company and mailing labels  
of the names and addresses of all property owners within 500 feet of the subject property  
must be submitted with this application***

<b>FEES:</b>	
Application .....	\$500.00 (1000.4311)
Escrow.....	\$2,000.00 for legal notices, planning, engineering and legal services by staff and/or consultants. (1000.1240)

### Planning Department

20195 Holyoke Ave - Lakeville, MN 55044 - [www.lakevillemn.gov](http://www.lakevillemn.gov) - Phone: (952) 985-4420 Fax: (952) 985-4499



Dear Applicant:

The City of Lakeville requires a cash escrow to cover costs incurred from staff and consultants directly related to processing your application. These costs are normally related to review of the application by City planning and engineering staff, City consultants, and possibly the City Attorney.

You will receive a statement of account every 30 days. If the deposit is depleted before the application is concluded, you may be asked to make an additional deposit. In all cases, bills must be current before final action on your application is taken by the City Council.

There will be no credit given in cases where requests are denied or determined to be premature. We make every attempt to keep costs down. It is important that completed documents, plans, and designs be furnished by you and your consultants in a timely fashion in order to accomplish this. Incomplete submittals result in time consuming report writing and increased review time.

Please contact the Planning Department if there are unanswered questions or if you are unsure how to proceed. We will endeavor to process your application as quickly as possible and assist you in every way we can.

Sincerely,

Daryl Morey  
Planning Director

I have read and understand the above letter.

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Applicant's Signature

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Date