



PLANNING APPLICATION

Case No. _____

Type of application

- Standard
 Staff Approval
 Plan Revision
 Amended
 Reapplication
-
- Rezoning
 Conditional Use Permit
 Variance
 Ordinance Amendment
 Subdivision
- Preliminary Development Plan
 Interim Use Permit
 Comprehensive Plan Amendment
- Final Development Plan
 Final Site & Building Plan
 Other _____

Site Location— *Additional addresses on back and legal description attached*

Property address

PID

Proposal - *Full documentation must accompany application*

Applicant

Name		Email	
Address			
Phone		Additional phone/contact	
Printed Name		Signature	

Owner Information *(if different from applicant)*

Name		Email	
Address			
Phone		Additional phone/contact	
Printed Name		Signature	

Office Use Only	Date	Application Amount	Check #	Accepted By
Escrow Paid	Check #	Date Accepted by Planner		

City of Independence

The Independence City Code was established to protect both current and future residents from the negative impacts of improper development and to ensure a positive future for the city. The land use application review is the mechanism that allows the city to examine proposed uses to ensure compatibility with the surrounding environment, natural or otherwise. It is important to understand that a proposed use may be acceptable in some circumstances, but unacceptable in others— all applications are reviewed on a case-by-case basis.

Minnesota State Statute 15.99 requires local governments to review an application within 15 days of its submission to determine if an application is complete and/ or if additional information is needed to adequately review the subject request. **To ensure an expedited review, applicants shall schedule a pre-application meeting with the City Planner/ Administrator at least one week prior to submittal.** Most applications have a review period of 60 days, with the City's ability to extend an additional 60 days if necessary due to insufficient information or schedule.

Application for Planning Consideration Fee Statement

The City of Independence has set forth a fee schedule for the year 2018 by City Ordinance. However, projects of large scope that include two or more requests will be required to provide a larger deposit than the resolution sets forth as set by the City Administrator. The fees collected for land use projects are collected as deposits. All invoices associated with each land employ application will be billed to the applicant within 30 days upon receipt by the City for each project. The City of Independence often utilizes consulting firms to assist in the review of projects. The consultant and City rates are noted on the current fee schedule. By signing this form, the applicant recognizes that he/ she is solely responsible for any and all fees associated with the land use application from the plan review stage to the construction monitoring stage through to the release of any financial guarantee for an approved project. If a project is denied by the City Council or withdrawn by the applicant, the fees associated for the project until such denial or withdrawal, remain the applicant's responsibility.

I UNDERSTAND THE FEE STATEMENT AND RESPONSIBILITIES ASSOCIATED WITH THIS LAND USE APPLICATION:

Applicant Signature: _____

Date: _____

Owner Signature (if different): _____

Date: _____