



CITY OF BALDWIN
SIMPLE PLAT

30239 128TH STREET, BALDWIN, MN 55371

(763) 389-8931

RETURN TO: CITY.CLERK@BALDWINMN.GOV

☐ PRELIMINARY PLAT	***FOR OFFICE USE ONLY *** FOR OFFICE USE ONLY***
☐ FINAL PLAT	
Base Fee: \$500 Escrow: \$1,000	Date Application Received: _____
Total Amount Due: \$ _____	Date Application Complete: _____ (60-day review period starts from this date)
Amt. Paid: _____	Public Hearing Date: _____
CC/Check# _____	City Council Approval/Denial Date: _____
	60-Day Review Period Ends: _____
	60-Day Extension: __Yes __No Expires On: _____
	Received By: _____

Additional Platting Fees: Security Escrow: 125 to 150% of estimated construction costs
Engineering Escrow: 7% of initial security amount
Administrative Fee: 1% of total construction costs
Park Dedication Fee: \$1,200/lot

Property Information Street Address: _____

Property Identification Number (PID#): _____

Legal Description (Attach full description of Metes & Bounds if necessary):

Proposed Plat Name _____

Applicant Information

Name: _____ Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code : _____

Home Phone: _____ Cell Phone: _____ Work: _____

e-mail (home): _____

e-mail (work): _____

Property Owner Information (If other than applicant):

Name: _____ Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code : _____

Home Phone: _____ Cell Phone: _____ Work: _____

e-mail (home): _____

e-mail (work): _____

Description of Request (attach additional sheets as necessary)

Existing Use of Property: _____

Description of Proposed Use: _____

Lot Size: _____ Zoning: _____

Number of New Lots: _____ Number of Total Lots: _____

Reason(s) to Approve Request: _____

Please describe any previous applications pertaining to the subject site:

Project Name: _____ Date of Application: _____

Nature of Previous Request : _____

Existing Building Sizes:

RESIDENTIAL LOTS: House: _____SF Garage: _____SF (attached/detached?)

COMMERCIAL/INDUSTRIAL LOTS: Main Building: _____ Total Square Feet

Office Area: _____SF; Warehouse/Storage: _____SF; Manufacturing: _____SF

ALL LOTS:

Accessory Buildings: (type/size) _____/_____SF: _____/_____SF

_____/_____SF: _____/_____SF; _____/_____SF

I understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes 15.99 at such time as it is determined to be complete. Pursuant to Minnesota Statutes 15.99, the City will notify the applicant within fifteen (15) days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

Signature of Property Owner: _____ Date: _____

We the applicant and undersigned property owner agree to provide to the City, in cash or certified check, for deposit in an escrow fund, the amount of \$_____ as partial payment for all fees and estimated future City administrative, planning, legal and engineering fees incurred in processing this request. If the escrow amount is depleted, I agree to furnish additional monies as requested by the City within 10 days of such request. I understand that any amounts not utilized from this escrow fund shall be returned to me, without interest, when all financial obligations to the City have been satisfied. All fees and expenses are due whether the application is approved or denied.

Property Owner: _____ Date: _____