Community and Economic Development Department
3400 Plymouth Blvd
Plymouth, MN 55447
(763) 509-5450

Preliminary Plat Application Checklist

Please submit digital copies of the following via email to planning@plymouthmn.gov to submit your application. Applications will be processed once all items on this checklist are submitted.

Requirements

- **Completed Planning and Zoning Application Form**, signed by the property owner.
- **Accurate Certified Survey** showing the proposal, drawn to scale, including all dimensions and square footages, and the complete legal description of all parcels affected.
- **Preliminary Plat**
- **Estimated Lot Sizes** for all lots/outlots (in tabular form)
- **Grading, Erosion Control, and Stormwater Drainage Plan**
- **Utility Plan –** sanitary sewer and water main
- **Tree Preservation Plan and Restoration Plan**
- **Tree Inventory** current within one year
- **Landscape Plan**
- **Wetland Report,** via email (if applicable).
- **Narrative,** via email, describing the proposal including the number of lots, development type, and anticipated completion date
- **Written verification** that all commonly owned contiguous land is included in the plat.
- **Application Fee** payable to the City of Plymouth:
  - 3 or fewer lots: $350 plus $2500 cash escrow
  - 4 or more lots: $350 plus $4000 cash escrow
  - Additional $165 fee for a development sign on one street frontage and $50 per sign for each additional street frontage.
  - $200 wetland fee, if applicable.

    The fee for staff-prepared mailing labels is included in the application fee. Please contact planning@plymouthmn.gov to set up online payment. Or submit a check or cash with the request.

Additional information may be requested concerning operational factors or to retain expert testimony with the consent and at the expense of the applicant as necessary to establish performance conditions in relation to all pertinent sections of the zoning ordinance.

For a complete list of required materials, refer to Section 510 of the Plymouth Zoning Ordinance.