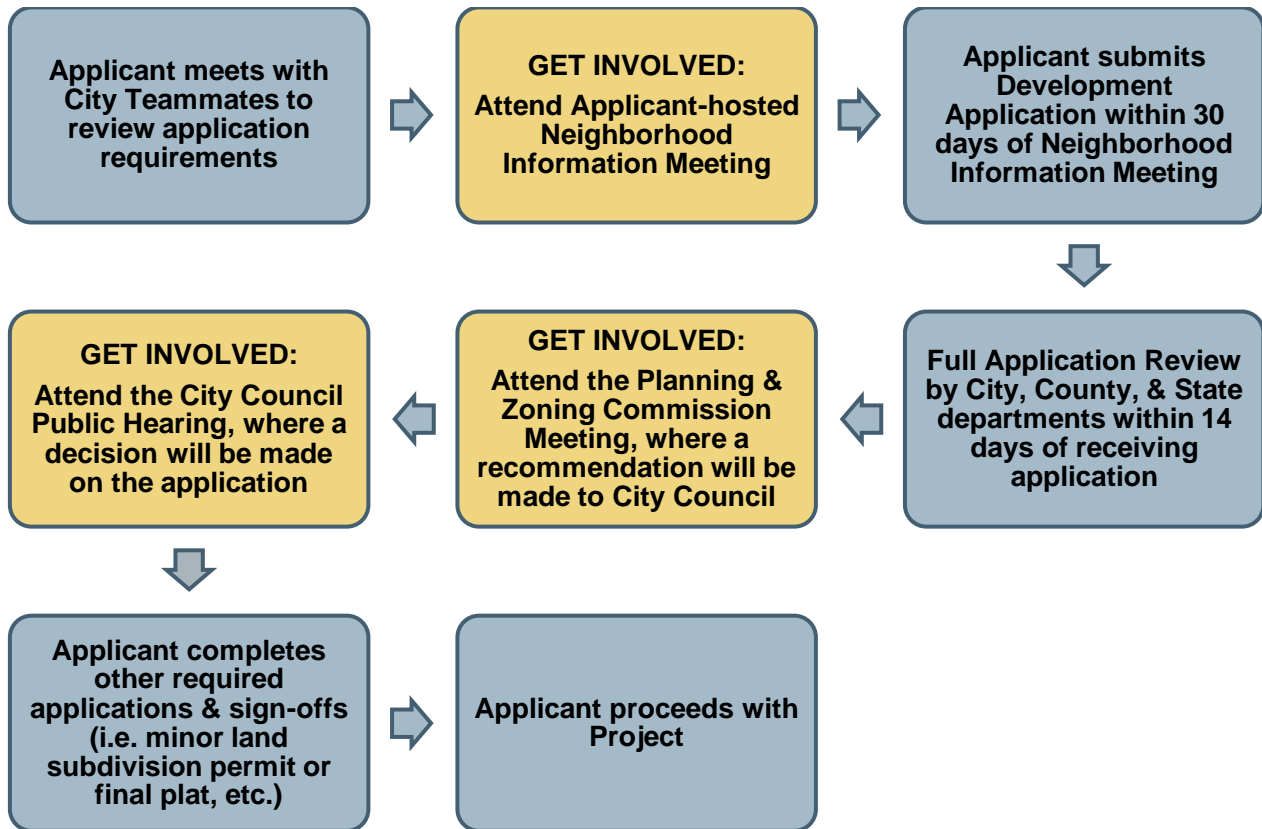


COMMUNITY GUIDE: MAJOR LAND SUBDIVISION PERMITS

A permit has been requested to divide land into five or more smaller parcels, which is known as a “Major Land Subdivision” or a “Preliminary Plat.”

The Application Process:



Process Details:

1. The developer meets with city teammates to review application requirements.
2. The developer holds a Neighborhood Information Meeting to share their proposal with interested neighbors and community members prior to submitting an application or completing any construction.
3. The developer will submit a Land Development Application to the City within 30 days after the Neighborhood Information Meeting.
4. The application is reviewed by:
 - a. Development Review Team (comprised of City, County, and State departments & agencies)
 - b. Planning & Zoning Commission, which will provide a recommendation on the application to City Council

- c. City Council, which will hold a public hearing for community feedback and will make a decision on the application (approve, deny, table)
5. Once the application has been approved, the developer can proceed with acquiring a building permit, grading permit, and other required sign-offs.
6. Once an application for an Major Land Subdivision has been reviewed and determined to be compliant with all applicable laws and ordinances, the application is approved (a public hearing is not required), and the developer will need to finalize the lot line through the Minor Land Subdivision Permit Process or Final Plat process.

Who reviews the application?

The following departments & agencies review this application as a part of the Planning & Zoning Process:

- City Fire Department
- City Public Works
- County Environmental Resources
- County Long Range Planning
- County Public Works
- Rochester Public Utilities (RPU) - Electric
- Rochester Public Utilities (RPU) - Water

Please Note: Other sign-offs and requirements must be met outside of this process as well.

What does the Development Review Team look for during their review?

The Development Review Team reviews the application to ensure:

- Compliance with all applicable laws and ordinances (outlined in the UDC)
- Conformity with the City's long-term vision (documented in the Comprehensive Plan available at <https://qr1.be/PBUT>)
- Compliance with conditions of approval from previous Land Subdivisions

How can I get involved?

- **Attend the Neighborhood Information Meeting:** At this meeting, you will have the opportunity to connect with the developer and learn about the proposed project.
- **Attend the Planning & Zoning Commission Meeting:** At this meeting, you will have the opportunity to observe the Planning & Zoning Commission, which will review the application and provide a recommendation for City Council (the approving body for the application).
- **Attend the City Council Public Hearing:** At this meeting, you will have the opportunity to raise questions and concerns with City Council, which will be the approving body for the application.

How can I learn more?

To learn more about Rezoning and the overall Land Development process, watch our series of development videos available on the NIM webpage (www.rochestermn.gov/NIM) or explore the Unified Development Code (UDC). Navigate to the UDC by visiting www.rochestermn.gov/UDC, clicking on "View the Adopted UDC" and navigating to section 60.500.040E.

Still have questions? Community Development teammates are here to help. Contact our department at communitydevelopment@rochestermn.gov or 507-328-2600 during office hours.

