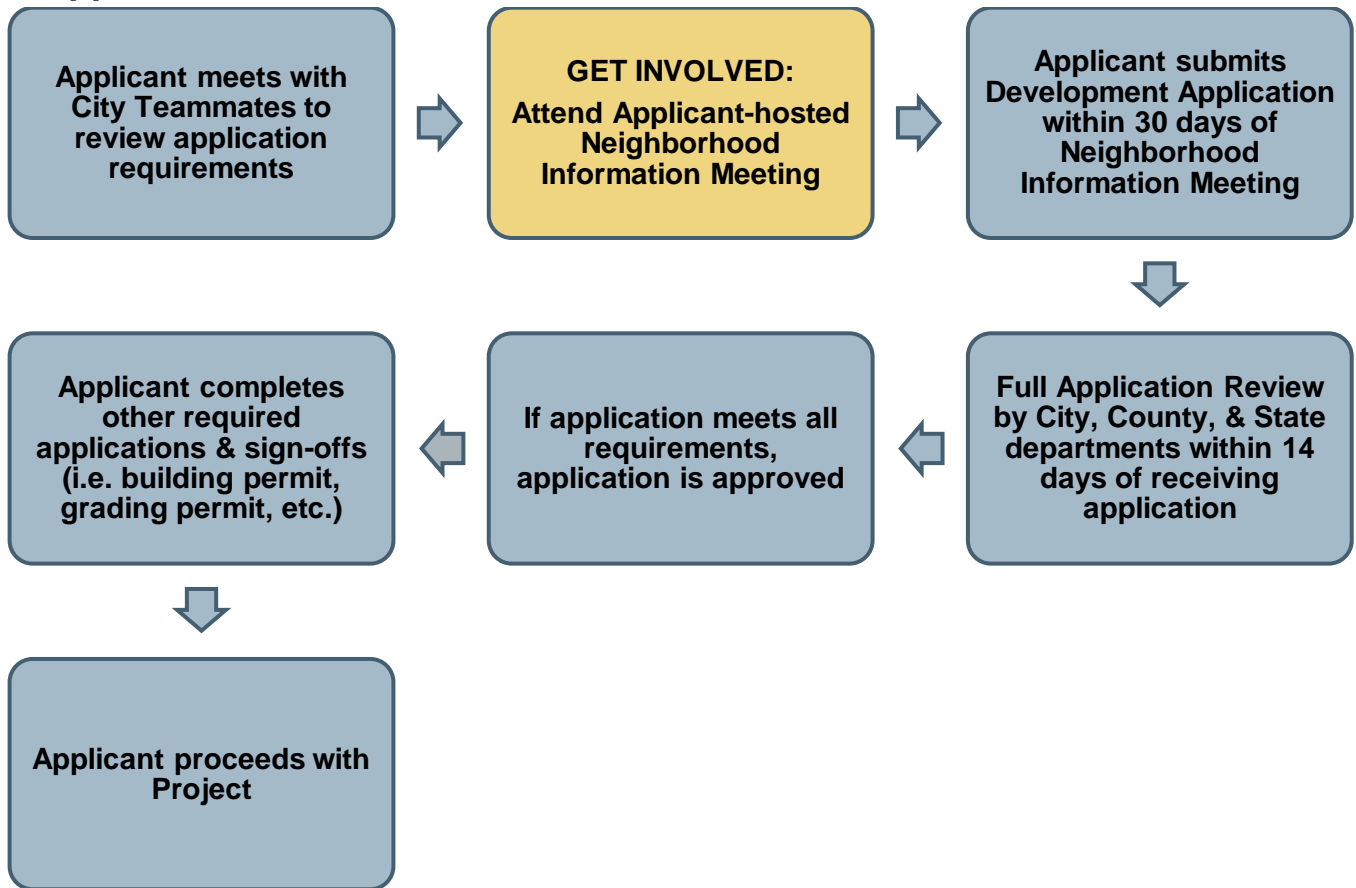


COMMUNITY GUIDE: SITE DEVELOPMENT PLANS

A developer is interested in making changes to a property (also known as a “Site Development”). Examples of Site Developments include new or modified structures, or changes to how a structure is used, etc. Applications for Site Developments require a “Site Development Plan” (SDP), which illustrates proposed changes to the general layout and configuration of new structures, utilities, streets, parking, circulation systems, yards, and open spaces.

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 the proposed project 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 the Development Review Team (comprised of City, County, and State departments & agencies).
5. Once the application 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 can proceed with other required sign-offs (i.e. building permit, grading permit, etc.).

Who reviews the application?

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

- City Fire Department
- City Parks & Recreation
- City Public Works
- County Environmental Resources
- County Long Range Planning
- County Public Works
- Department of Natural Resources
- Local Government Units (LGU)
- Minnesota Department of Transportation (MnDOT)
- 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 and SDP to ensure that developments are safe, functional, and fit Rochester's aesthetic, including:

- Compliance with all applicable laws and ordinances (outlined in the Unified Development Code)
- Conformity with the City's long-term vision (documented in the Comprehensive Plan available at <https://qr1.be/PBUT>)
- Consideration of related structures and site improvements to promote harmonious relationships with adjacent developments

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.

How can I learn more?

To learn more about Site Development Plans 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 60.500.060C.

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

