

# UDC APPLICATION CHECKLIST: MAJOR LAND SUBDIVISION PERMIT

Use this checklist to guide your Land Development Application for a Major Land Subdivision Permit. This document will outline the required application materials and the sections of code to review in the Unified Development Code (UDC).

## 1. General Information

**Major Land Subdivision (60.500.040G):** The Major Land Subdivision Permit process is intended to ensure that the creation of new developable lots within the City comply with all applicable requirements of state law, this UDC, and all applicable City and other government regulations related to transportation, utilities, protection of sensitive lands, and the provision of public services, and are consistent with the adopted Rochester Comprehensive Plan.

**Decision-Making Body:** City Council

## 2. Required Submittals

- Application
- Application Fee (paid to Rochester Community Development)
- GIS Fees (paid to Olmsted County Planning)
- Cover Letter and Narrative
- Summary of Project
- Application Criteria (60.500.040G)
- Traffic Determination, signed by City Engineer
- Completed Environmental Reviews, if site includes Wetlands, Decorah Edge Support Areas, Mapped FEMA Floodplain, or Shoreland
- Preliminary Grading and Construction Plans
- Neighborhood Meeting Minutes
- Approved / Active General Development Plan
- Major Land Subdivision Exhibit
  - Lot Area and Width
- Legal Description (in word)
- Decorah Edge Features (60.200.040.D)
  - Location of Wetlands
  - Floodplain District (60.200.040.E)
  - Shoreland District (60.200.040.F)
  - Steep Slopes

- Existing and Proposed Roadway Name and Classification
- Easements (Existing and Proposed)
- Pedestrian Connections

### 3. Sections of Code to Review

A. Dimensional Standards (60.400.020)			
Standards	Code Section	Complete	City Teammate Notes
Minimum Lot Area	60.400.020E	<input type="checkbox"/>	
Minimum Lot Frontage	60.400.020E	<input type="checkbox"/>	
<i>For information on District specific standards, refer to Tables 400.02-1, -2, -3 of Section 60.400.020E</i>			

B. Subdivision Standards (60.400.030)			
Standards	Code Section	Complete	City Teammate Notes
Adequate Public Facilities	60.400.030E	<input type="checkbox"/>	
Lot Design Standards	60.400.030G	<input type="checkbox"/>	
Roadway Design Standards	60.400.030H	<input type="checkbox"/>	
Boulevard Trees	60.400.030I	<input type="checkbox"/>	
Private Roadways	60.400.030J	<input type="checkbox"/>	
Street Classification	60.400.030K	<input type="checkbox"/>	
Parkland Dedication	60.400.030M	<input type="checkbox"/>	
<i>For information on District specific planting standards, refer to Section 60.400.060B.11</i>			

C. Access and Connectivity (60.400.040)			
Standards	Code Section	Complete	City Teammate Notes
Subdivision Level Connectivity and Circulation	60.400.040C	<input type="checkbox"/>	
Street Layout Standards	60.400.040C.3	<input type="checkbox"/>	
Pedestrian and Bicycle Connectivity and Circulation	60.400.040C.6	<input type="checkbox"/>	

D. Sensitive Lands, Stormwater, & Drainage (60.400.050)			
Standards	Code Section	Complete	City Teammate Notes
Wetlands <b>*Wetland Delineation (Olmsted County)</b>	60.400.050E	<input type="checkbox"/>	
Decorah Edge Overlay <b>*Decorah Edge Analysis (Olmsted County)</b>	60.200.040D	<input type="checkbox"/>	
Floodplain Overlay <b>*Floodplain Development Permit</b>	60.200.040E & 60.500.060H	<input type="checkbox"/>	
Shoreland Overlay	60.200.040F &	<input type="checkbox"/>	



*Shoreland Protection Permit	60.500.050C		
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#### 4. Next Steps

Following approval of a Major Land Subdivision, a Final Plat will be required. See UDC 60.500.040H.

#### 5. Additional Notes

Questions? Contact Community Development at [CommunityDevelopment@rochestermn.gov](mailto:CommunityDevelopment@rochestermn.gov) or 507-328-2600 during office hours.

*DISCLAIMER: This checklist is intended to provide a summary of requirements under the Unified Development Code. Owners are required to meet all applicable requirements, even if not specifically identified on this checklist.*

