

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, Construction, and Utility Plans
 - ☐ Existing utilities on or adjacent to the property (size, location, grades, invert elevations, capacities, and cross-sectional areas of sanitary and storm sewer lines, and water mains)
 - ☐ Existing location of gas mains, fire hydrants, electrical and telephone distribution lines
 - ☐ Where sewer and water mains are not located on the property or an adjacent tract or parcel, indicate the direction, distance, and size of the nearest mains, including sewer invert elevations
 - ☐ Suggested preliminary plan & profiles shown at no larger than 20 scale for street, water main, sanitary sewer, and storm water sewer facilities, including grades, depth of rock, depth of ground water, pipe size, and cross-sectional areas indicated.

- ☐ Neighborhood Meeting Minutes
- ☐ Approved / Active General Development Plan
- ☐ Major Land Subdivision Exhibit
 - ☐ Lot Area and Width
- ☐ 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	☐	
Minimum Lot Frontage	60.400.020E	☐	
<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	☐	
Lot Design Standards	60.400.030G	☐	
Roadway Design Standards	60.400.030H	☐	
Boulevard Trees	60.400.030I	☐	
Private Roadways	60.400.030J	☐	
Street Classification	60.400.030K	☐	
Parkland Dedication	60.400.030M	☐	
<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	☐	
Street Layout Standards	60.400.040C.3	☐	
Pedestrian and Bicycle Connectivity and Circulation	60.400.040C.6	☐	

D. Sensitive Lands, Stormwater, & Drainage (60.400.050)			
Standards	Code Section	Complete	City Teammate Notes
Wetlands *Wetland Delineation (Olmsted County)	60.400.050E	☐	
Decorah Edge Overlay *Decorah Edge Analysis (Olmsted County)	60.200.040D	☐	
Floodplain Overlay *Floodplain Development Permit	60.200.040E & 60.500.060H	☐	
Shoreland Overlay *Shoreland Protection Permit	60.200.040F & 60.500.050C	☐	

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 or 507-3282600 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.

