

## Final Plat Summary Application Checklist

*(Applications will be processed only when all required items are submitted.)*

Submit **1 full-size set of plans** (not to exceed 1" = 50' scale) of the following:  
*(For a complete list of required materials, refer to Section 1202.03 of Shorewood City Code.)*

<i>Check Off</i>		<i>City Use Only</i>
_____	<b>Accurate certified survey</b> showing existing conditions and the legal description	_____
_____	<b>Final plat</b>	_____
_____	<b>Final grading, erosion control, and stormwater drainage plan</b> (including storm sewer and calculations for stormwater runoff and treatment with map)	_____
_____	<b>Final utility plan</b> (sanitary sewer and water main)	_____
_____	<b>Final tree preservation plan</b> , including a tree inventory (if applicable)	_____
_____	<b>Final landscape plan</b>	_____
_____	<b>Legible, written narrative</b> describing proposal, including the number of lots, development type, and anticipated completion date	_____
_____	<b>One specification book</b> for construction of public improvements (paper copy or PDF)	_____
_____	<b>Cost estimates</b> for grading and all public and private improvements	_____
_____	<b>Lot sizes</b> for all lots/outlots (in tabular form, for subdivisions greater than 5 lots)	_____
_____	<b>Homeowners association documents</b> , private covenants, or deed restrictions (if applicable)	_____
_____	<b>Completed application form</b> signed by property fee owner(s)	_____
_____	<b>Application fee</b> check (payable to the City of Shorewood) or cash: \$500 + \$25/lot, plus escrow deposit of \$2,000 for 5 or fewer lots; \$4,000 escrow for over 5 lots	_____
<b>Following Council approval:</b>		
_____	<b>One copy of signed/notarized approved development contract</b> (original ink on all copies)	_____
_____	<b>Two completed mylar copies of the approved final plan</b> (hand receipt issued) The city will release the mylar copy and the approving resolution only after the following have occurred: <ol style="list-style-type: none"> <li>1. The responsible parties have executed the approved development contract.</li> <li>2. The applicant has submitted the required fees and guarantees.</li> <li>3. The applicant has met all conditions in the resolution related to filing the plat with Hennepin County.</li> </ol>	_____

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.