



**FINAL PLAT**  
**APPLICATION PROCEDURES**  
**Empire Township**  
**Dakota County, Minnesota**

1. Submit application form and fees. Application must include 12 sets of final plat documentation required in the Empire Township Subdivision Ordinance.
2. Township staff and consultants will determine completeness of the application. All conditions of preliminary plat approval must be satisfied before final plat approval is considered.
3. After the application is found complete, the Planning Commission will review the final plat and make a recommendation to the Town Board.
4. If public hearings are required for Comprehensive Plan or Zoning Ordinance amendments identified in the preliminary plat approval, the Planning Commission will conduct the appropriate public hearing(s) and make a recommendation to the Town Board on the proposed amendment(s) and final plat.
5. The Town Board will take action on the final plat within 60 days of receipt of a completed application, unless the review period is extended in writing by the applicant.

**Responsibility for Costs**

Empire Township has adopted ordinances that require reimbursement of costs associated with the review of any variances, permit requests, subdivisions, development reviews, ordinance amendments or comprehensive plan amendments under consideration by the Township. These costs may include planning, engineering and legal fees. Payment of fees associated with reviews, in addition to the permit fees, will be the responsibility of the applicant, and payment will be required prior to final approval by the Township.

**The Planning Commission meets the 1st and 3rd Tuesdays of the month at 8:00 p.m. and the Town Board meets the 2nd and 4th Tuesdays at 8:00 p.m. All meetings are held at the Town Hall, 3385-197<sup>th</sup> Street West. Phone (651) 463-4494 Fax (651) 463-4620**

**FINAL PLAT APPLICATION**  
**Empire Township**  
**Dakota County, MN**

**Applicant:** \_\_\_\_\_ **Phone:** ( ) \_\_\_\_\_

**Individual Name**

**Company Name**

**Applicant Address:** \_\_\_\_\_

**Owner Address:** \_\_\_\_\_

**Site Address:** \_\_\_\_\_

**Subdivision Name:** \_\_\_\_\_

**Preliminary Plat approval date:** \_\_\_\_\_

**Conditions of Preliminary Plat approval Completed?** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Comprehensive Plan Amendment or Rezoning Requested:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**If yes, describe:** \_\_\_\_\_

**Draft Development Agreement Completed?** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

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**Non-refundable Application Fee:**    \$250.00

**Consultant Escrow:**                    \$2000.00

**Total:**                                    \$2250.00

**AGREEMENT:** I hereby certify that the information contained herein is correct, and agree to pay all reasonable costs in excess of the escrow above that are incurred by the Township for professional consultants to review the application.

**Dated:** \_\_\_\_\_ **Signature of Applicant:** \_\_\_\_\_

**Signature of Owner (If different from applicant):** \_\_\_\_\_

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**Application and Fee Received:** \_\_\_\_\_