

Application Procedures:

A. A Minnesota Statue Chapter 505 plat* is required under the following circumstances:

- 1) The creation of three or more tax parcels from one tax parcel, except when the tax parcels created can be described by an aliquot part of the Public Land Survey. The minimum division shall be a Quarter Quarter of the Section (i.e. SE 1/4 of the NW 1/4). Non-contiguous land must be separate tax parcels. The parcels shown on the plat provide for road access for each new division or reconfiguration of land;
- 2) If a subdivision of a platted lot or outlot can result in one or more potential dwelling sites, the subdivision must be platted.

*Requires approval and public hearings from the Planning Commission and County Board

The Subdivider shall engage a Minnesota Licensed Land Surveyor, Engineer, or Landscape Architect to prepare a **Preliminary Plat** of the area to be subdivided. The Preliminary Plat shall contain:

Landowner Information			
Landowner Name		Email	
Mailing Address			
Daytime Phone			
Applicant Information (if different than above)			
Applicant Name		Email	
Mailing Address			
Daytime Phone			
Township Information			
Township position		Date	
Signature			
County Use			
Application Fee	\$350	Receipt Number	Received Date
Initial Reviewed by			
Plat Name			
Request complies with Goodhue County Zoning and Subdivision requirements as attested by me			
_____ the Goodhue County Planner/Zoning Administrator on			
this day _____			

Application Procedures:

Identification and Description
<input type="checkbox"/> Proof of ownership: A copy of a current Title Commitment, Title Opinion, or Certificate of Title (Torrens property) that covers the property of the proposed plat shall be submitted with the proposed plat.
<input type="checkbox"/> The proposed name of the proposed plat, which shall not duplicate or be similar in pronunciation or spelling to the name of any plat heretofore recorded in the County.
Existing conditions: A current Certificate of Survey, which shall be used as the basis for the proposed plat, shall be prepared and executed by a Minnesota Licensed Land Surveyor, depicting the following information:
<input type="checkbox"/> Scale of drawing; one (1) inch equals one hundred (100) feet or one (1) inch equals two hundred (200) feet;
<input type="checkbox"/> North arrow;
<input type="checkbox"/> Date of Survey;
<input type="checkbox"/> Legal description of the boundary of the subject parcel(s);
<input type="checkbox"/> Sufficient boundary survey data and mathematical information (bearings to the nearest one second of a degree and dimensions to the nearest one hundredth of a foot) to locate and retrace the boundary;
<input type="checkbox"/> Total area in square feet or acres of the proposed plat (or tax parcel);
<input type="checkbox"/> Existing site improvements within the proposed plat and any existing improvements within 10 feet of the proposed plat boundary, or a notation indicating no site improvements exist;
<input type="checkbox"/> All encroachments along the boundary of the proposed plat (or tax parcel), or a notation indicating no evidence of encroachment was found;
<input type="checkbox"/> All easements of record, or a notation indicating the there are no easements of record;
<input type="checkbox"/> Ponds, lakes, rivers, streams, creeks, wet lands, and other waterways within or adjacent to the proposed plat, or a notation indicating none of these features are within or adjacent to the proposed subdivision. The ordinary high water elevation and 100 year flood elevations shall be shown where applicable. Elevations shall be referenced to an established bench mark with a mean sea level elevation and noted on the proposed plat;
<input type="checkbox"/> Location, right of way widths, and names of public roads, other public ways, or railroads within or adjacent to the proposed plat boundary;
<input type="checkbox"/> Location of private roads within or adjacent to the proposed plat boundary
<input type="checkbox"/> Distance and direction reference ties from the boundary of the proposed plat to a minimum of 2 Public Land Survey corner monuments.
<input type="checkbox"/> The structures that are located closest to the proposed tax parcel boundaries along with distances to such boundary.
<input type="checkbox"/> The names and addresses of the fee owner, Contract for Deed purchasers, or any agent having control of the land; the Subdivider; the Minnesota Licensed professional preparing the plan.
<input type="checkbox"/> A tabulation of the approximated square footage/acreage and dimensions of each lot or outlot.
<input type="checkbox"/> Vicinity map depicting and labeling the Section, Township, and Range.

Application Procedures:

- Upon Approval of this application the Subdivider must submit the final plat along with plat check fee to the Goodhue County Surveyor within 90 days of approval of the administrative plat.

Data for Final Plat (Recording)

- The proposed plat shall follow the requirements of Minnesota Statute 505.
- All plat monuments shall be placed in the ground prior to recording of the plat with the County Recorder.
- Refer to Section 3, Subd. 3 Torrens Properties of the Goodhue County Subdivision Ordinance, for plats that include Torrens parcels.

Number of Preliminary and Final Copies needed:

- 3 Full sized 24"x36" copies to the Zoning Administrator
- 1 Digital file legible at 11x 17 (PDF)
- 1 full sized 24"x36" copy to any city within 2 miles
- 1 full sized 24"x36 copy to the Township Board
- 1 full sized 24"x36 copy to SWCD
- 1 full sized 24"x36 to MnDOT district 6 if proposed plat abuts or is adjacent to state or federal highway