



2024 Development Review Application

City staff contact: Dan Olson
 763-531-1142
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 4141 Douglas Dr N Crystal MN 55422
www.crystalmn.gov

1. Property Address for this application:

2. Property Identification Number (PID):

3. Applicant:

Name:			
Street:	City:	State:	Zip:
Telephone:			
Email:			

4. Property Owner:

- ☐ Same as the Applicant (if so, you don't need to complete this section)
☐ Different from the Applicant (complete this section)

Name:			
Street:	City:	State:	Zip:
Telephone:			
Email:			

5. Project name and description:

6. Project contact (the applicant shall designate one contact person for the application):

Name:	Role in Project:		
Company:			
Street:	City:	State:	Zip:
Business Telephone:			
Email:			

7. Additional design/engineering professional (if applicable):

Name:	Role in Project:		
Company:			
Street:	City:	State:	Zip:
Business Telephone:			
Email:			

8. Application type: A complete development review application includes the following:

- ☐ Completed and signed development review application form
- ☐ Completed and signed escrow form (if applicable - see list of application types below)
- ☐ Completed application checklist for each respective type of application (see list below)
- ☐ Payment of application fee for each respective type of application (see list below)

<u>Type of application</u> (check all that apply):	<u>Application fee</u> (nonrefundable): [1]
___ Adjacent Parcel Land Conveyance	\$240 + \$240 escrow
___ Administrative Appeal	\$240
___ Comprehensive Plan Amendment	\$700 + \$700 escrow
___ Conditional Use Permit	\$700 + \$700 escrow [2]
___ Lot consolidation	\$480 + \$480 escrow
___ Rezoning to Planned Development	\$1,400 + \$1,400 escrow
___ Site Plan	\$700 + \$350 escrow
___ Subdivision	\$700 + \$70 per lot over 2, + 700 escrow
___ Vacation of a public street or easement	\$600 + \$600 escrow
___ Variance	\$600 + \$300 escrow
___ Zoning Certificate	\$120 [2]
___ Zoning Map or Text Amendment	\$700 + \$700 escrow
Total fee: \$_____	

[1]: The escrow fee will first be applied to cover County recording fees and legal fees related to the review of documents associated with the application. For telecommunication towers, the escrow fee will also be applied to engineering review expenses. The remaining escrow fee will be returned to the applicant.

[2]: The fee for a telecommunication tower is \$2,200, plus a \$11,000 escrow

Notice: Review of a development application and the decision to approve, approve with modifications, or deny the application will be based on the standards and criteria found in the Crystal Comprehensive Plan, Unified Development Code and any other applicable governmental codes, guidelines, standards or policies necessary to safeguard public health, safety, aesthetics, and general welfare. Approval of this application does not absolve the applicant from obtaining all other applicable permits, such as stormwater or building permits.

Applicant: I (We) certify that I (we) have submitted all the required information to apply for consideration of a development review application and the information is factually correct and accurate.

Property Owner: I (We) certify that I am aware that a development review application for the property I (We) own is being submitted by the applicant.

Signature of Applicant Date: _____

Signature of Property Owner (if different from Applicant) Date: _____

FOR OFFICE USE ONLY: Application # _____ Accounting # 0100.4418 Receipt # _____ Date Received _____

Acknowledgement letter sent ____/____/____ If application incomplete, was 60-day rule language included? _____

Plan Comm hearing ____/____/____ City Council action ____/____/____ Approved? Yes ___ No ___ Other ___

NOTES: _____