



1245 West Highway 96
 Arden Hills, Minnesota 55112
 Telephone (651) 792-7800
 Fax (651) 634-5137
 www.cityofardenhills.org

Attachment A

Planning Case No.	19-
Submittal Date	_____
Application Completed Date	_____
Accepted by	_____
Receipt Number	_____
Council Decision	_____
Council Decision Date	_____

2019 LAND USE APPLICATION

Applicant Information

Applicant: KELL ARCHITECT(S)
 Address: 821 RAYMOND AVE., SUITE 400, ST. PAUL, MN 55114
 Telephone No.: 612.312.5687 Other: MEGHAN KELL CORNALL
 Fax No.: _____
 Email Address: MEGHAN @ KELLARCHITECTS.COM

Property Information

Property Owner: RICHARD + KRISTEN PRIOR
 Owner Address: 7125 PLEASANT VIEW DR., ST. PAUL, MN 55112
 Owner Telephone No. 210.863.3828 Other: _____
 Address of Property Involved: 3244 SANDEAN ROAD
 Legal Description: PART OF LOT 26, AUDITOR'S SUBDIVISION NO 80 GOV. LOT 4, SECTION 33, TOWNSHIP 30, RANGE 23, CITY OF ARDEN HILLS, RAMSEY CITY, MN
 Property ID No.: 333023420018
 Type of Use: RESIDENTIAL
 Zone: R-2 Property Acreage: .216

Type of Request

- | | |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Comprehensive Plan Amendment (Fee: \$500 + Escrow: \$1,000) <input type="checkbox"/> Conditional Use or Interim Use Permit/CUP or IUP Amendment (Fee: \$350 + Escrow: \$1,000) <input type="checkbox"/> Preliminary Plat (Fee: \$500 + Escrow: \$1,000) <input type="checkbox"/> Final Plat (Fee: \$500 + Escrow: \$1,000) <input type="checkbox"/> Concept Plan Review (Fee: \$150 + Escrow: \$1,000) <input type="checkbox"/> Master Planned Unit Development or Master Special Development Plan (Fee: \$350 + Escrow: \$1,000) <input type="checkbox"/> Final Planned Unit Development or Final Special Development Plan (Fee: \$350 + Escrow: \$1,000) <input type="checkbox"/> Planned Unit Development Amendment or Special Development Plan Amendment (Fee: \$350 + Escrow: \$1,000) <input type="checkbox"/> Site Plan Review (Fee: \$350 + Escrow: \$1,000) | <ul style="list-style-type: none"> <input type="checkbox"/> Rezoning or TCAAP Regulating Plan Amendment (Fee: \$350 + Escrow: \$1,000) <input type="checkbox"/> Zoning Code or TCAAP Redevelopment Code Amendment (Fee: \$350 + Escrow: \$1,000) <input type="checkbox"/> City Code Amendment (Fee: \$350 + Escrow: \$1,000) <input type="checkbox"/> Lot Split/Minor Subdivision (R-1 and R-2 Districts Only) (Fee: \$350 + Escrow: \$1,000) <input checked="" type="checkbox"/> Variance or Permitted Adjustment (Fee: \$350 + Escrow: \$1,000) <input type="checkbox"/> Vacation of Easement or Right-of-Way (Fee: \$150 + Escrow: \$1,000) <input type="checkbox"/> Appeal of Administrative Decision (Fee: \$150 + Escrow: \$1,000) <input type="checkbox"/> Land Use Requests – Not Already Specified (Fee: \$150 + Escrow: \$1,000) |
|---|--|

Meeting Schedule


Planning Commission meetings are typically held on the first Wednesday after the first Monday of each month at 6:30 PM, though please contact City Hall to verify the meeting date and time. City Council meetings are held typically the last Monday of the same month at 7:00 PM. Meetings are held in the Council Chambers at the City of Arden Hills, 1245 West Highway 96, Arden Hills, Minnesota 55112, unless otherwise stated. The schedules below are for reference purposes only. Project will not be scheduled for any meeting until the application submittal is found to be complete by the City Planner.

2019 Planning Commission and City Council Schedule (*subject to change)

TENTATIVE PLANNING COMMISSION MEETING DATE* (Generally held on the first Wednesday after the first Monday at 6:30 p.m.)	TENTATIVE CITY COUNCIL MEETING DATE* (Generally held on the fourth Monday at 7:00 p.m.)
January 9	January 28
February 6	February 25
March 6	March 25
April 3	April 22
May 8	May 28
June 5	June 24
July 10	July 22
August 7	August 26
September 4	September 23
October 9	October 28
November 6	November 25
December 4	January 14 (2020)
January 8 (2020)	January 27 (2020)


Acknowledgement and Signature

I hereby apply for the above consideration and declare that the information and materials submitted with this application are complete and accurate per city code and ordinance requirements. I fully understand that I am responsible for all costs incurred by the City related to the processing of this application.



 Property Owner Signature (Required)

23 Sept 2019
 Date



 Applicant Signature (If different than the property owner)

23 Sept 2019
 Date

Please contact the City Planner at 651-792-7800 if you have any questions regarding this application.

Additional copies of this application form are available on the City's website: www.cityofardenhills.org/landuseapplications



Escrow Account Set Up Form

Date: 23 SEPT 2019

Site Address: 3244 SANDGREN ROAD

Deposit made by: KELL. ARCHITECT(S)

Amount: \$ 1,000.00

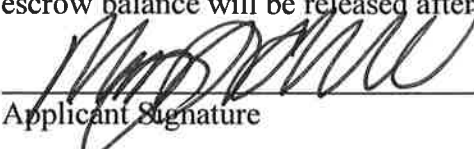
Address to send statements: 821 RAYMOND AVE., SUITE 400, ST. PAUL, MN

Contact Person: MAGHAN KELL CORNELL 55114

Telephone No.: 612.812.5687 Email Address: MAGHAN@KELLARCHITECTS.COM

Purpose of Escrow Account: VARIANCE

Arden Hills Finance Department policy requires that escrow deposits be held for six months once a permit has been closed in order to ensure all costs associated with the project have been covered. Please note: Land Use Applications may be required to maintain a minimum balance as established by the City, and will require replenishment when balances fall below the minimum balance. I acknowledge that I have read this policy and fully understand that any remaining escrow balance will be released after a six-month waiting period.


Applicant Signature

23 SEPT 2019
Date

Office Use Only

Staff Name: _____ Department: _____

Type of Escrow:

- | | |
|---|---|
| <input type="checkbox"/> Landscaping | <input type="checkbox"/> Land Use Application (PC# _____) |
| <input type="checkbox"/> Grading & Erosion (PW# _____) | <input type="checkbox"/> Temporary Certificate of Occupancy |
| <input type="checkbox"/> Site Improvements (PW# _____) | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Security Deposit – Do Not Charge | |

Additional Notes: _____