



Subdivision Exemption

([Land Use Application](#) also required)

Application Requirements

Two (2) sets of 11”x17” are required. All required information must be submitted by the application date in order for an application to be considered complete.

Incomplete applications will not be accepted/processed in accordance with MN Statutes Chapter 15.99

Subdivision Exemption means a boundary line adjustment or lot combination that is not a subdivision of property (**no new lots are being created**) and is exempt from subdivision requirements.

Boundary line adjustments and lot combinations may be subject to additional rules and regulations imposed by Sherburne County and/or your lending institution. Parcels must be located within the same school district, TIF district, same plat (if platted), and same section (if metes and bounds described property). Taxes due for the current year must be paid in full.

The City Clerk will provide a Certificate of Exemption from the Subdivision Regulations.

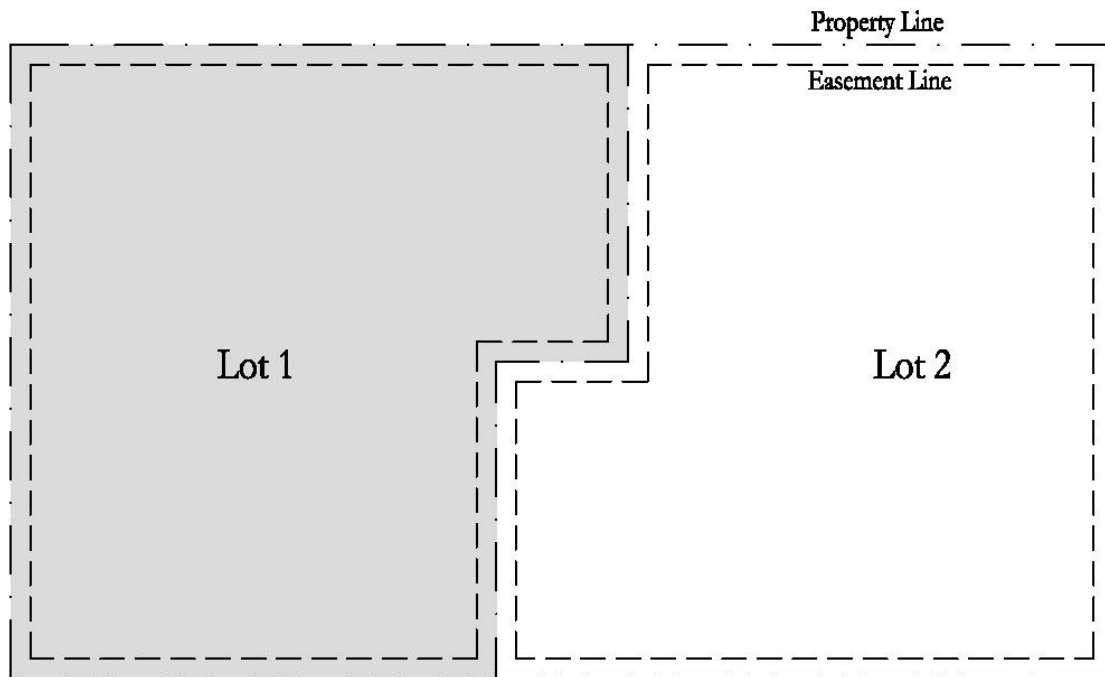
Each of following applicable requirements (unless waived by staff) shall be submitted:

- [Land Use Application](#) form
- Application Fee
- Legal descriptions of existing lots
- Legal descriptions of the new lots
- All legal descriptions shall be provided in a word processing format
- Primary and Secondary septic locations (if applicable)
- Delineated wetlands
- All submitted documents shall also be provided in a digital format (e.g. pdf, jpeg, doc, dwg) at a resolution of at least 300 dpi. *Flash drives, CD's, and email are acceptable.*
- All other information as determined by city staff

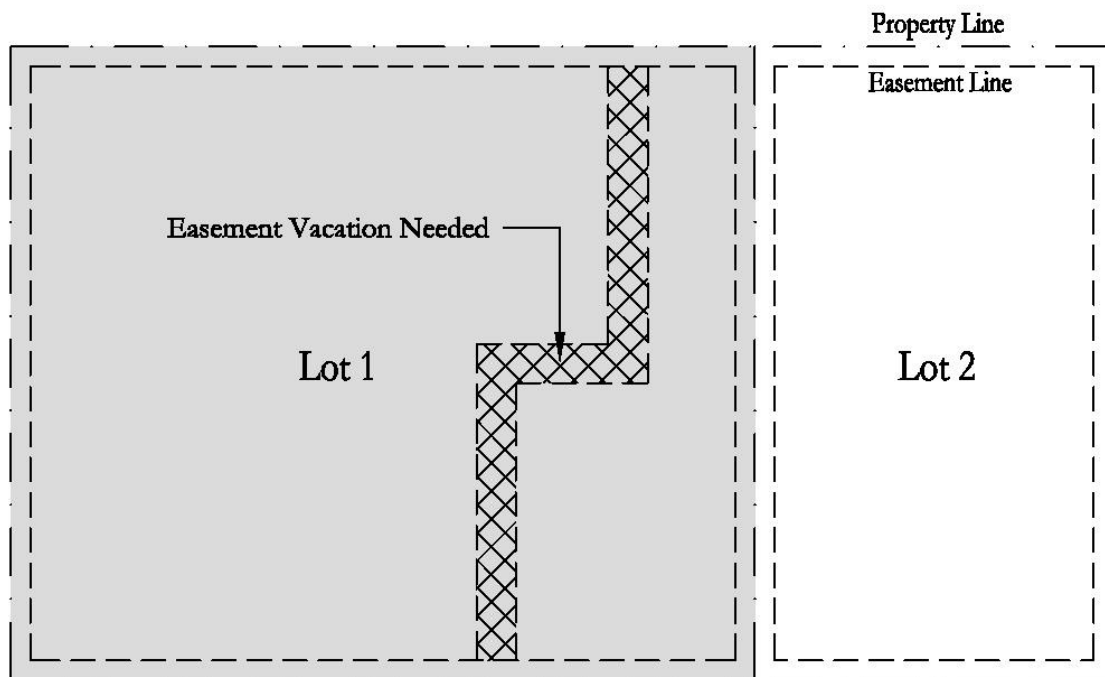
****A separate [Easement Vacation Application](#) may also be necessary with a Subdivision Exemption. The vacation of an easement must be reviewed by the City Council in a public hearing.*

Applicant Signature: _____ Date: _____

Print Name: _____



Need Legal Descriptions of Before



Need Legal Descriptions of After