



Community Development Department  
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[www.fridleymn.gov](http://www.fridleymn.gov)

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## TRANSIT ORIENTED DEVELOPMENT (TOD) MASTER PLAN APPLICATION

### Property Information

Address: \_\_\_\_\_  
Anoka County Property Identification Number (PIN #): \_\_\_\_\_  
Legal Description: \_\_\_\_\_  
Current Zoning: \_\_\_\_\_ Square footage of Parcel: \_\_\_\_\_

### Description of Proposed Project (one sentence summary, please attached full description)

\_\_\_\_\_  
\_\_\_\_\_

### Fee/Property Owner Information (as it appears on property title)

**\*\*Fee owner must sign this form prior to processing**

Name (please print): \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Signature/Date: \_\_\_\_\_

### Petitioner Information

Company Name (please print): \_\_\_\_\_  
Contact Person's Name (please print): \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Signature/Date: \_\_\_\_\_

#### FOR OFFICE USE ONLY

##### Fees

\$1,500 – \_\_\_\_\_

Application Number: \_\_\_\_\_ Receipt #: \_\_\_\_\_ Received By: \_\_\_\_\_

Application Date: \_\_\_\_\_

15 Day Application Complete Notification Date: \_\_\_\_\_

Scheduled Planning Commission Date: \_\_\_\_\_

Scheduled City Council Date: \_\_\_\_\_

60 Day Date: \_\_\_\_\_

60 Day Extension Date: \_\_\_\_\_

**TOD MASTER PLAN APPLICATION  
SUBMISSION CHECKLIST**

The following shall be the minimum submission requirements to the Planning Commission. Applications will not be accepted if the following is NOT submitted.

Item	FOR OFFICE USE ONLY		
	Submitted	Complete	Reviewer's Initials
Completed application, with fee. (Applications are considered complete if all blanks are completed, and both the fee owner and petitioner have signed the application.)			
To scale certificate of survey, by a licensed surveyor. Showing north arrow, existing and proposed structures, legal description, adjacent street names, and buildings on adjacent lots within 10 feet of the common lot lines.			
To scale site plan, showing the location of buildings, off-street parking, street and utility locations, auto and pedestrian access to and from the project.			
Plans showing any modification to existing utility services, grading plans and storm water plans.			
Plans showing the building exterior elevations, lighting, signing and landscape plan.			
Detailed narrative explaining the project compatibility with the overall Transit Oriented Development District.			

**Plans to be submitted should include three (1) FOLDED full size copies, with one (1) 11x17 to-scale reduction and one (1) 8 ½ x 11 reduction and an electronic pdf file via e-mail or USB Flash Drive.**

**The City reserves the right, based on a case by case analysis, to waive any of the above requirements.**

**The City also reserves the right, to require additional submittal items if it is deemed necessary to act upon the master plan.**