CITY OF ROCHESTER DEVELOPMENT AGREEMENT REQUEST FORM (2019)

Please complete and return submit to Mark Baker (mbaker@rochestermn.gov or 507-328-2427) at Rochester Public Works, 201 4th Street SE, Room 108, Rochester, MN 55904. The information provided will be utilized by Public Works Staff in preparation of the Agreement. **Please print clearly.**

Property Identification Number(s): _____

Fee Owner of Property / Legal Entity: _____

Domestic State of Entity: _____

Planning Application Number (if applicable): _____

Status of Grading & Drainage Plan Review / Approval: _____

(Note: The details of a Grading & Drainage Plan for the project are likely to impact the terms of the Agreement, and in most cases staff will not start preparation of an Agreement, prior to Public Works staff review of the Grading & Drainage Plan. Please do not make application for a Development Agreement prior to completion of the first Grading & Drainage Plan review by City staff.)

Project Engineering Firm: _____

Prepared Agreement should be directed to:

Contact Person: _____

Mailing Address:_____

Telephone Number: _____Email Address: _____

A complete legal description and drawing, if needed, of the property to be included in the Agreement is required for the Public Works Staff to prepare the Agreement (an electronic copy of the description via email is appreciated). The legal description must be attached to / included with this Request Form.

With your application, please submit a check for $546 payable to the City of Rochester for new Agreements, or $246 for Supplemental Agreements, both rates include $46 as the standard fee for document recording collected by Olmsted County. In the event the recording fee is in excess of $46, the applicant shall reimburse the City for its actual incurred costs.

Public Works Staff will prepare the Agreement and provide it to the designated contact person for review and execution. If there are any questions or concerns regarding the content of the Agreement, they should be addressed with Public Works Staff prior to execution by the Owner. Once the executed Agreement is returned to Public Works, it will be scheduled for City Council approval and once approved, will be signed on behalf of the City of Rochester.

_____	_____	_____
Applicant's Signature	Date	Phone Number

FOR OFFICE USE ONLY

☐ $500.00 Document Prep Paid – Date: _____ ☐ $46.00 Recording Paid – Date: _____