



COMMUNITY DEVELOPMENT

Land Use Application

A Land Use Application shall be considered to be officially submitted when the Community Development Department has received and examined the application and has determined that the application is complete. The application is complete if all of the following information properly submitted.

The following information is required for a complete Land Use Application:

Completed and Signed Land Use Application

☐

Check for Applicable Fee and Escrows

☐

Completed Application Checklist
(Verify with City Planner which Checklist Forms are required)

☐

The Community Development Department shall make a determination of completeness within 15 days and notify the applicant in writing if the application is incomplete. Such notice shall describe the missing information. If the application is complete, the timeline for approval begins upon the submittal of a complete application.



Land Use Application

Land Use Request: _____

Property Address: _____

PIN # _ _ - _ _ - _ _ - _ _ - _ **Legal Description:** Lot ____ Block ____ Subdivision _____

Land Use: existing _____ proposed _____ **Zoning:** existing _____ proposed _____

Required Fees*: Application Fee \$200 + Escrow Deposit \$ _____ = Total Due \$ _____

* Required Escrow Deposit can be found on the City of Lino Lakes Fee Schedule and are listed on the back side of this form

Applicant:

Name:					Phone:		
Address:					Cell:		
City:		State:		Zip:		Fax:	
E-mail:							

Property Owner (if different than applicant):

Name:					Phone:		
Address:					Cell:		
City:		State:		Zip:		Fax:	
E-mail:							

MN Statute 15.99 allows a 60-day review period for final action on an application, once that application is found to be complete, unless the City extends the review period and so notifies the applicant. Your request will not be scheduled for public hearing or City review by City advisory bodies until all required information has been reviewed and found to be adequate by City staff. All City costs incurred for review of this application are the responsibility of the applicant.

Please note: In signing this application, I hereby acknowledge that I have read and fully understand the applicable provisions of the City Ordinances and current administrative procedures. I further acknowledge the fee explanation and hereby agree to pay all statements received pertaining to additional application expense and City review.

Signature _____ Date _____
applicant

Signature _____ Date _____
owner

City Staff Use Only

NOTE: Permits may also be required from the Watershed District, Anoka County, DNR, Corp of Engineers, and/or Others



Land Use Application

A non-refundable APPLICATION FEE in the amount of \$200 is required to process each application.

An ESCROW DEPOSIT is required for review of this land use request in the amounts established by the City of Lino Lakes Fee Schedule. The following amount is required at the time of application submittal.*

CHECK APPLICATION TYPE(S):

ESCROW DEPOSIT:

☐	Comprehensive Plan Amendment	
	40 Acres or Less	\$ 5,000
	More than 40 Acres	\$ 7,500
☐	Conditional Use Permit	
	Residential/Rural	\$ 1,000
	Commercial/Industrial/Institutional	\$ 7,500
☐	Environmental Review	\$ 12,500
☐	Interim Use Permit	\$ 7,500
	Ordinance Amendment:	
☐	Map Amendment (Rezone)	
	40 Acres or Less	\$ 1,500
	More than 40 Acres	\$ 5,000
☐	Text Amendment	\$ 1,500
	Planned Unit Development:	
☐	General Concept Plan	\$ 5,000
☐	Preliminary Plan	\$ 12,500
☐	Final Plan	\$ 7,500
☐	Site Plan Review	\$ 7,500
	Subdivision:	
☐	Concept Plan Review	\$ 1,500
☐	Minor Subdivision / Lot Split	\$ 3,000
	Preliminary Plat	
	Less than 5 Acres	\$ 5,000
	5-40 Acres	\$ 7,500
	More than 40 Acres	\$ 12,500
☐	Final Plat	
	Less than 5 Acres	\$ 1,500
	5-40 Acres	\$ 5,000
	More than 40 Acres	\$ 7,500
☐	Vacation: Drainage, Street, Utility	\$ 1,500
☐	Variance or Appeal	\$ 750

*An escrow account shall be established to cover all expenses incurred by the City as part of the application review. In the case of applications including multiple requests the highest escrow deposit amount will be the only one initially required. The applicant is responsible for all costs incurred by the City during plan review. If the escrow account drops below 10% of the original deposit amount, the City will require the submittal of an additional escrow deposit sufficient to cover any anticipated expenses. Upon the City's determination that the project is complete or expired, the City will return any remaining escrow to the applicant.

City of Lino Lakes 2025 APPLICATION DEADLINE & MEETING SCHEDULE
DISCLAIMER: DATES MAY BE SUBJECT TO CHANGE

Application Deadline (2 nd Monday)	Environmental Board (Last Wednesday)	EDAC (Economic Dev. Advisory Comm.) (1 st Thursday)	Park Board (1 st Wednesday)	Planning & Zoning Board (2 nd Wednesday)	City Council Work Session (1 st Monday & before 2 nd Council Mtg)	City Council Meeting (2 nd & 4 th Monday)
January 13	January 29	February 6	February 5	February 12	March 3	March 10
					March 24	March 24
February 10	February 26	March 6	March 5	March 12	April 7	April 14
					April 28	April 28
March 10	March 26	April 3	April 2	April 9	May 5	May 12
					May 27	May 27
April 14	April 30	May 1	May 7	May 14	June 2	June 9
					June 23	June 23
May 12	May 28	June 5	June 4	June 11	July 7	July 14
					July 28	July 28
June 9	June 25	July 10	July 2	July 9	August 4	August 11
					August 25	August 25
July 14	July 30	August 7	August 6	August 13	September 2	September 8
					September 22	September 22
August 11	August 27	September 4	September 3	September 10	October 6	October 13
					October 27	October 27
September 8	September 24	October 2	October 1	October 8	November 3	November 10
					November 24	November 24
October 13	October 29	November 6	November 5	November 12	December 1	December 8
					December 22	December 22
November 10	November 25	December 4	December 3	December 10	January 5, 2026	January 12, 2026
					January 26, 2026	January 26, 2026
December 8	December 17	January 7, 2026	January 2, 2026	January 14, 2026	February 2, 2026	February 9, 2026
					February 23, 2026	February 23, 2026