



East Bethel Community Development
 2241 221st Ave. NE • East Bethel, MN 55011
 Phone: (763) 367-7844 • Fax: (763) 434-9578

PROJECT # _____
 SUBMITTED: _____
 APP. FEE COLLECTED: \$ _____
 ESCROW COLLECTED: \$ _____
 60 DAYS: _____
 120 DAYS: _____

Land Use Application

APPLICANT IS **REQUIRED** TO MEET WITH CITY STAFF **PRIOR** TO SUBMITTAL OF THIS APPLICATION

<u>Type of Application</u>		
<input type="checkbox"/> Conditional Use Permit/Amendment	<input type="checkbox"/> Metes and Bounds Division	<input type="checkbox"/> Subdivision – Final Plat
<input type="checkbox"/> Comprehensive Plan Amendment	<input type="checkbox"/> Mining – Minor (1,000-5,000 Cubic Yards)	<input type="checkbox"/> Site Plan Review
<input type="checkbox"/> Environmental Review	<input type="checkbox"/> Mining – Major (>5,000 Cubic Yards)	<input type="checkbox"/> Tax Increment Financing
<input type="checkbox"/> Farm Animals – Interim Use Permit	<input type="checkbox"/> Outdoor Entertainment	<input type="checkbox"/> Temporary/Seasonal Sales
<input type="checkbox"/> Grading (500-1,000 Cubic Yards)	<input type="checkbox"/> Planned Unit Development/Amendment	<input type="checkbox"/> Temporary Sign
<input type="checkbox"/> Home Occupation – Administrative	<input type="checkbox"/> Subdivision – Administrative	<input type="checkbox"/> Vacation
<input type="checkbox"/> Home Occupation – Interim Use Permit	<input type="checkbox"/> Subdivision – Concept Plan	<input type="checkbox"/> Variance
<input type="checkbox"/> Kennel – Interim Use Permit	<input type="checkbox"/> Subdivision – Preliminary Plat	<input type="checkbox"/> Zoning Map Amendment
		<input type="checkbox"/> Zoning Text Amendment

NAME OF PROJECT (IF APPLICABLE): _____

PROJECT ADDRESS: _____ PRESENT ZONING: _____

LOCATION PID: _____ LOT: _____ BLOCK: _____ SUBDIVISION: _____

DESCRIPTION OF PROJECT/REQUEST: _____

<u>PROPERTY OWNER:</u>	<u>APPLICANT:</u> <input type="checkbox"/> SAME AS PROPERTY OWNER
NAME: _____	NAME: _____
PHONE: _____	PHONE: _____
ADDRESS: _____	ADDRESS: _____
CITY/STATE/ZIP: _____	CITY/STATE/ZIP: _____
EMAIL: _____	EMAIL: _____

I FULLY UNDERSTAND THAT I MUST MEET WITH CITY STAFF TO REVIEW ALL SUBMISSION REQUIREMENTS AND CONDITIONS PRIOR TO APPLICATION SUBMISSION. I UNDERSTAND THAT I MUST SUBMIT ALL OF THE REQUIRED INFORMATION, INCLUDING ALL APPLICATION, FILING, ESCROW PAYMENTS, WITH THIS APPLICATION TO ENSURE REVIEW BY CITY STAFF PRIOR TO BEING SCHEDULED FOR UPCOMING PLANNING COMMISSION AND CITY COUNCIL MEETINGS. INCOMPLETE APPLICATIONS WILL NOT BE SCHEDULED FOR REVIEW.

 PROPERTY OWNER SIGNATURE

 DATE

 APPLICANT SIGNATURE

 DATE



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Land Use Escrow Application

Property Address: _____

Owner's Name: _____ Phone: _____

Email: _____

Type of Land Use Application: _____ Project #: _____

Person/Company paying the escrow	Person/Company receiving returned escrow <small>(if different from the person/company paying the escrow than permission is needed)</small>
Name: _____	Name: _____
Phone: _____	Phone: _____
Email: _____	Email: _____
Mailing Address: _____ _____	Mailing Address: _____ _____
Amount entered into escrow: \$ _____	

Type of Land Use Application	Escrow Amount
Tax Increment Financing	\$12,000
Preliminary Plat	\$5,000
Major Mining	\$1,500
Administrative Subdivision, Comprehensive Plan Amendment, Metes and Bounds Subdivision, Minor Mining Permit, Planned Unit Development, Site Plan Review, Vacation, Zoning Map Amendment	\$1,000
Final Plat	\$1,000 + \$50/Lot if new road
Environmental Review	\$650
Concept Plan Review, Conditional Use Permit/Amendment, Grading Permit, Planned Unit Development Amendment, Variance, Zoning Text Amendment	\$500
Interim Use Permit/Amendment	\$300

Escrow Information and Agreement to Pay Costs of Processing Application
<p>Application, Escrow, and Park Dedication fees are set on the City of East Bethel's fee schedule. Escrow is set aside for attorney, consulting, engineering, planning, and other misc. fees incurred by the City to process, review, and act upon your application. If the City is to accrue costs while working on your Land Use Application, you are authorizing the City to use this escrow to pay for those costs. If a balance remains at the completion of your project, the remaining escrow amount will be disbursed once the work has been approved by the Community Development Department. If costs incurred exceed the amount collected in the initial escrow deposit, you will be notified of the deficit and must replenish the escrow account. Payment for all costs will be required whether the application request is granted or denied. I agree to pay the City all costs incurred during the application process as set forth in this Agreement.</p>

Escrow Payer Signature: _____ Date: _____

Community Development Staff: _____ Date: _____

2025 Land Use Application TIMELINE – EAST BETHEL

A notice must be published and neighborhood notice letters sent at least 10 days in advance of a Planning Commission meeting.

Application Submittal Deadline	Newspaper Notice Deadline- Noon Monday	Neighborhood Notice Letter Deadline	Publication Date Isanti-Chisago County Star Every Thursday	Planning Commission Meeting Date	City Council Date
Dec. 26	Jan. 6, Jan. 13	Jan. 14	Jan. 9, Jan. 16	Jan. 28	Feb. 10 Feb. 24
Jan. 27	Feb. 3, Feb. 10	Feb. 11	Feb. 6, Feb. 13	Feb. 25	March 10 March 24
Feb. 24	March 3, March 10	March 11	March 6, March 13	March 25	April 14 April 28
March 24	March 31, April 7	April 18	April 3, April 10	April 22	May 12 May 28
April 28	May 5, May 12	May 13	May 8, May 15	May 27	June 9 June 23
May 26	June 2, June 9	June 10	June 5, June 12	June 24	July 14 July 28
June 23	June 30, July 7	July 8	July 3, July 10	July 22	Aug. 11 Aug. 25
July 28	Aug. 4, Aug. 11	Aug. 12	Aug. 7, Aug. 14	Aug. 26	Sept. 8 Sept. 22
Aug. 25	Sept. 1, Sept. 8	Sept. 9	Sept. 4, Sept. 11	Sept. 23	Oct. 13 Oct. 27
Sept. 29	Oct. 6, Oct. 13	Oct. 14	Oct. 9, Oct. 16	Oct. 28	Nov. 10 Nov. 24
Oct. 27	Nov. 3, Nov. 10	Nov. 12	Nov. 6, Nov. 13	Nov. 25	Dec. 8 Dec. 22
Nov. 24	Dec. 1, Dec. 8	Dec. 9	Dec. 4, Dec. 11	Dec. 23	Jan. 12, 2026