



**Carver County
Public Works**

11360 Highway 212, Suite 1
Cologne, MN 55322

To: Surveyors/Developers (New for 2018):

In Late November, 2017, Carver County partnered with the City of Waconia in a pilot planning event. The event's focus was to create a better functioning plat process within the city and the county. The event resulted in a better understanding of the city's initial review process and required documentation. In turn, the county's role of review, valuation and taxation, nearing the end of a project, was better understood. Two main concerns were immediately apparent: A better system for entering addresses on the new lots, and a quicker response time in issuing parcel ID numbers. Parcel ID numbers can be a problem during the biannual tax "lock out" period where an unchanging tax system is required. This delay can be several weeks and can directly affect building permits in some cities.

As a first step to improve the process, Carver County is requesting the graphic portion of an approved Grading Plan to be included with the Final Plat review package. A Final Grading Plan is preferred, but if there are timing issues, an approved Preliminary Grading Plan is adequate. Also, for cities that use different terminology for required plans, any comparable Site Plan or combination plan will suffice. Certain small or special condition plats lacking this information can be addressed case by case. To keep things simple, a paper copy can be added to the final plat submittal package. This should be an easier source of data than having an arrangement with each city. The county will then scan and geo-reference the plan to its internal GIS applications. The plan, for county purposes, is strictly a reference document and will provide the following benefits:

1. Allows the county to "catch up" to the city process, and provides a better understanding of the overall development. The cities are the driver for nearly all developments within Carver County.
2. Provides a geo-referenced base map for cities that use, or want to use, the county GIS Address Editor. This platform will allow for accurate placement of address points.
3. Acts as a reference document for the county Assessor's Office to understand proposed outlot uses and to make better value calculations.
4. Provides a usable base map sooner for 911 purposes.

The goal is to provide better coordination between city and county, and a more timely completion of the project benefitting developers, realtors, builders, utility companies and emergency responders. Ideally, the future may bring complete digital data sharing between cities and the county. This would be an intermediate step towards that goal.

I welcome any feedback or new ideas to improve the platting process. Thank you for your support and your continued excellent plat submittals.

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