



CITY OF LONG PRAIRIE

LOT COMBINATION APPLICATION

615 Lake Street South, Long Prairie, MN 56347

Phone: (320) 732-2167 Fax: (320) 732-2847

Email: info@cityoflongprairie.com Website: www.longprairie.net

Fee: \$250_____ PD (PLUS FILING FEES) Approved: _____ <small>(for office use only)</small>
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Date of Application: _____

Applicant Information

- **Name of Applicant** (as it will appear on legal documents): _____
- **Mailing Address:** _____
- **Phone Number:** _____ **Email:** _____

Property Owner Information *(if different from Applicant)*

Property Owner (Name):

- **Mailing Address:** _____
- **Phone Number:** _____ **Email:** _____

*Check if the Applicant is also the Property Owner. (If **unchecked**, the property owner must also sign this application.)*

Property Details

Addresses of Properties to be Combined:

- 1. _____
- 2. _____

(If more than two properties, attach additional list.)

• Parcel Identification Number (PIN) for Each Property:

- 1. _____
- 2. _____

(If more than two, attach additional list.)

- **Current Zoning District:** _____
- **Current Use of Property:** _____
- **Number of Lots to be Combined:** _____ (e.g., 2 lots into 1)

Description of Request

(Briefly describe the proposed lot combination. For example: "Combine Lot 5 and Lot 6, Block 2 of Smith's Addition into one parcel.")

Required Attachments (*check all that are included with this application*):

- **Certified Survey** showing existing lot lines and the proposed combined lot configuration.
- **Legal Descriptions:** Current legal descriptions of all lots **and** the proposed new legal description for the combined lot.
- **Location Map** indicating the location of the properties (optional if address is provided).
- **Proof of Ownership** (e.g., copy of deed or Certificate of Title if Torrens property).
- **Other Documents:** _____ (*as required by staff*).

Fee: \$250.00 (payable to City of Long Prairie) **plus** applicable county recording fees.

Fee is due at the time of application. **Fee Paid?** Yes No Date: _____

Applicant Acknowledgment and Signature:

I (we) hereby certify that the information contained in this application is true and correct to the best of my knowledge. I understand that this request will be reviewed according to the City of Long Prairie's ordinances and policies. I agree to pay all applicable fees and costs incurred by the City in the review of this application. I also acknowledge that **no lot combination is final until approved by the City and recorded with the Todd County Recorder.**

• **Applicant**

Signature: _____ **Date:** _____

• **Property Owner**

Signature: _____ **Date:** _____

(All property owners must sign. Attach additional owner signatures if necessary.)

For City Staff Use Only – Do Not Write Below This Line

Date Received: _____ Received By: _____ Fee Paid: _____ Administrative Approval (If

Applicable: (Name and Date): _____

Application #: _____ Planning Commission Mtg. (if applicable): _____

(If applicable)

Council Decision: Approved / Denied Date: _____

Resolution No.: _____