

CITY OF PAYNESVILLE ~ CONDITIONAL USE PERMIT APPLICATION

221 Washburne Ave. ~ Paynesville, MN 56362
 Phone: 320-243-3714 ~ Fax: 320-243-3713

Property Address: _____

List All Property Owners: _____

Contact Person: _____ Email Address: _____

Mailing Address: _____

Telephone No.: _____ Parcel No.: _____

Legal Description: Lot: _____ Block: _____ Addition: _____

DESCRIPTION OF REQUEST: (use separate sheet if needed)

Permit Fee	\$500.00
Non-refundable	
Zoning District _____	
Existing Use Of Property _____	
Property Dimensions _____	
Property Area _____	
Building Area _____	
Lot Coverage _____	
Front Setback _____	
Rear Setback _____	
Side Setback _____	
Side Setback _____	
Structure Height _____	
Will This Conditional Use Require A Variance Also _____	

DRAWING OF PROPOSED VARIANCE: (use separate sheet)

Application Must Include:

- A site plan of property including a layout of all showing all structures and equipment.
- Legal description from abstract.
- Any written or graphic data required by the City Administrator.

 All Property Owners Must Sign This Application

 Date

For office use only:

Application Fee: \$500.00 (non-refundable)

For office use only: Cash _____

Date Received In Office: _____

Check No. _____ Date Paid _____

Present To Planning Board Date: _____

Planning Board Public Hearing Date: _____

Planning Board Set Public Hearing Date: _____

Council Makes Determination Date: _____

PLANNING BOARD ACTION:

Recommended to Council Approved Denied Date: _____

CITY COUNCIL ACTION: Approved Denied Date: _____