

File #	_____
Comp. App. Date	_____
PC Rec. Date	_____
CB Action Date	_____
CB Approval	_____ Denial _____

Rezoning Application

Applicant(s):

Name(s) _____

Address _____

City _____ State _____ Zip _____

Phone # _____ Fax # _____

Cell # _____ Other # _____

Email _____

Property Owner(s)/Fee Owner(s), if different from above:

Name(s) _____

Address _____

City _____ State _____ Zip _____

Phone # _____ Fax # _____

Email _____

Parcel Information:

Property ID#(s): _____ Parcel Size: _____

Complete Legal Description (not abbreviated description from tax statement): _____

Present Zoning: _____ Pursuant to Section #: _____

Brief Description of Request: _____

Primary Contact:

East Grand Forks
Planning Department

600 Demers Avenue
East Grand Forks, MN 56721
218.773.0124

Application Fee & Financial Guarantee Deposit:

Application & Recording Fees	Receipt #	Financial Guarantee	Receipt #
\$150.00			

I hereby authorize the East Grand Forks Planning Staff to enter upon property subject to this application to gather information pertinent to this request.

Signature(s) of Applicant(s): _____ Date: _____

_____ Date: _____

Signature(s) of Owner(s): _____ Date: _____

_____ Date: _____

I. Application Quantities and Submittal Formats:

- ___ 1. Fifteen (15) **folded** paper copies of graphic materials that are larger than 11" x 17" in size. Additional copies may be requested as deemed necessary by the Planning Department
 - ___ a. One (1) reproducible copy reduced to 11" x 17" of the above.
 - ___ b. One (1) reproducible copy reduced to 8.5" x 11" of the above.
- ___ 2. One (1) reproducible copy at 8.5" x 11" of the request and all other supporting documents.

II. Complete Application Submittal Requirements:

Complete applications shall consist of the following site plan and narrative information, unless waived by Planning Staff following a pre application meeting. Information shall be provided in graphic and/or written formats as appropriate. Additional information or modifications may be required by Planning Staff, Planning Commission, or City Council, and additional information may be requested during the review process.

- A. Written explanation regarding how the proposed rezoning will not be in conflict with each of the following standards, at a minimum:
 - ___ 1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the East Grand Forks Land Use Plan.
 - ___ 2. The proposed use is or will be compatible with present and future land uses of the area.
 - ___ 3. The proposed use conforms with all performance standards contained in Chapter 10.
 - ___ 4. The proposed use can be accommodated with existing and planned public services and will not overburden the City's service capacity.
 - ___ 5. Traffic generation by the proposed use is within capabilities of streets serving the property.

B. Specific submittal requirements related to the proposed rezoning as identified by Planning Staff following a pre application meeting:

- ____ 1. _____

- ____ 2. _____

- ____ 3. _____

- ____ 4. _____

- ____ 5. _____

- ____ 6. _____

- ____ 7. _____

- ____ 8. _____

- ____ 9. _____

- ____ 10. _____

III. Submittal Deadlines:

The Rezoning Application shall be considered to be officially filed when the Planning Department has received and examined the application and has determined that the application is complete.

The person applying for Rezoning shall submit to the Planning Department a complete application and all other information required no later than Three (3) weeks prior to a regularly scheduled Planning Commission Meeting. The application shall address the informational requirements and issues identified through the sketch plan review procedure.