

APPLICATION FOR A CONDITIONAL/ INTERIM USE PERMIT

Pokegama Township Planning and Zoning
18336 Town Hall Rd.
Pine City, MN. 55063
Town Hall; 320-629-3719

Permit No. _____
Fee Rec'd _____
Receipt No. _____
Date Rec'd _____
By; _____

When preparing this application, please print or type the reply to each question. If you have any questions, please contact the Zoning Administrator at (320)629-3719. The following plans, specifications and other documents pertaining to the application shall be submitted at the time of the filing. Please note that a incomplete application packet may cause a delay in reviewing your application.

Property/ Owner Information

Property Owners name: _____

Address of Property/Owner: _____

City; _____ State; _____ Zip; _____

Telephone; _____ Fax; _____

Owners recognition of Petition _____

Applicant Information

Applicants Name (If different than Property Owners) _____

Mailing Address; _____

City; _____ State; _____ Zip; _____

Telephone; _____ Fax; _____

Legal Description of Property

P.I.D.# _____

Briefly Describe your Request:

I/we certify that all information and attachments to this application are true and correct to the best of my knowledge. I/we comply with all the provisions of the applicable Ordinances of Pokegama Township, Pine County and State/Federal Codes.

Signature of Applicant

Date

Make checks payable to Pokegama Township

Do not write below this line (official use only)

Zoning fee: \$ 400

Submittal Process:

Reviewed by Zoning _____ Date (60 day) _____
(Upon completion and review of application, 60 day clock starts)

Referred to Planning Commission _____ Date _____

Schedule Public Hearing _____ Date _____

Place Notice of Hearing in Newspaper and send Individual Notices to property owners within ¼ miles or 10 properties nearest affected property. _____ Date _____
(Ten (10) days prior to hearing)

Reviewed by Planning Commission _____ Decision _____

Reviewed by Township Board _____ Decision _____

Zoning notifies applicant of decision _____ Date _____

Permit submittal checklist

- ___ Completed application form, signed and dated.
- ___ A location (vicinity) map showing general location of proposed use.
- ___ 3 copies of site plan drawn to scale showing the following (as applicable);
 1. Existing and proposed buildings and structures (dimensions & locations)
 2. Curb cuts, driveways, access roads, parking and sidewalks.
 3. Existing and proposed utilities including storm sewers, sanitary sewers, and water supply. (estimated use per day for water and sewer). (As Applicable)
 4. Soil type and soil limitations for the intended use.(As applicable)
 5. Surface water drainage plans sufficient to drain and dispose of surface water.
 6. Wetlands, great ponds, or waterways.
 7. Storm-water and erosion control plans, if required, designed by a Minnesota certified civil engineer.
 8. Communication Towers Only: Report, by Minnesota Certified Professional Engineer, indicating the existing structure or towers suitability to accept the antenna and proposed method of affixing the antenna. Complete details of all fixtures and couplings, and precise point of attachment shall be indicated.
- ___ A map showing all principal land use within 350 ft. of parcel for which the application is being made.
- ___ Questioner on compatibility to the Comprehensive Plan and other Township policies.
- ___ List of all Property Owners within ¼ miles of affected property or ten (10) Properties closes to affected property.
- ___ Impact statements; fire protection plan, sign plan, sound source control plan, lighting plan.
- ___ Abstract showing proposed hours of operation, estimated traffic, number of Employees, any demand on utility services, proposed use of all associated Buildings.
- ___ Application fee of \$400

Conditional/ Interim Use Questions

The Planning Commission will review the following 3 questions to determine if the Conditional Use is compatible with the Comprehensive Plan and Zoning Ordinance. Each question must have a response in as much detail as it takes to explain how your project satisfies the standards. The burden of proof rests with you. Use additional paper if needed.

1. Describe how/ why the proposed use will comply with the objectives of the Zoning Ordinance and the specific purposes of the Zoning District in which it is located?

2. Describe how the proposed project and the Conditional Use Permit would be consistent with the Pokegama Township objectives and goal of the Comprehensive Plan.

3. Describe how the proposed project/ use would be environmentally detrimental to the public health, safety, and welfare of the neighborhood and community.

Notes

The above information is minimum requirements for the issuance of the Conditional Use Permit. Additional information may be required by the Planning Commission or the Township Board who has the final approval.

Additional information or documents requested.
