

# 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)

<b>TO BE COMPLETED BY APPLICANT:</b>	
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 _____	
<b>Permit Fee:</b>	<b>\$500.00</b>
<b>Non-refundable</b>	

**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 Set Public Hearing Date: \_\_\_\_\_

Planning Board Public Hearing Date: \_\_\_\_\_

Council Makes Determination Date: \_\_\_\_\_

**PLANNING BOARD ACTION:**

Recommended to Council Approved Denied Date: \_\_\_\_\_

**CITY COUNCIL ACTION:** Approved Denied Date: \_\_\_\_\_