Application received by _____ on _____.

APPLICATION FOR REQUEST FOR SPECIAL EXCEPTIONS PERMIT

Application Fee:

Homestead Property: $64.00
Non-Homestead Property: $360.00

Application Deadline:

All required application information and payment of the application fee must be received by 4:30 p.m. the third Friday prior to the scheduled Minden Township Orderly Annexation Area Planning Board meeting (see attached meeting and deadline schedule).

Application Information Required:

A site plan drawn to scale, showing the following, must accompany the application form (complete with applicant(s) and owner(s) signatures):

1 Property lines and dimensions
2 Size, location, and use of all buildings
3 Parking stalls and drive areas
4 Points and widths of ingress and egress
5 Recreation and other open space areas
6 Facilities and uses of recreation areas
7 Landscaping features on the property, such as sod, seeded grass, trees, including species and size at time of planting, ornamental shrubs and bushes, including species and size at time of planting; flower gardens, landscape rock, patios, sidewalks, and other paved surfaces
8 Other property or use related information as deemed necessary to evaluate the request for a special exceptions permit.

* One copy of the site plan must be no larger than 11" x 17".

Submit Completed Application To:

Planning and Zoning Dept.
City of St. Cloud
400 South 2nd Street
St. Cloud, MN 56301

Contact:
Phone (320) 255-7218
Fax: (320) 255-7258

REQUIRED APPLICATION INFORMATION

_____
Applicant Name(s)

_____
Applicant Street Address

_____
City, State & Zip Code

_____
Applicant Phone Number(s)

_____
Applicant E-mail Address

_____
Property Owner Name(s)

_____
Street Address of Subject Property

_____
City, State & Zip Code

_____
Property Owner Phone Number(s)

_____
Property Owner E-mail Address

Applicant's Interest in Subject Property:

_____ Contractual (Attach Evidence)

_____ Freehold

Complete Legal Description of Subject Property:

_____

_____

_____

Total Area (Acres or Square Feet) of Subject Property _____

Current Nonconforming Use(s) on the Subject Property _____

Zoning of Subject Property _____

1. Describe in detail the expansion, extension, structural alteration, or intensification of the grandfathered nonconforming use that is being proposed for approval.

_____

_____

_____

_____

_____

_____

_____

2. Please respond to the following questions:

A. Does the use(s) occur entirely within the existing site? _____

B. Will the use(s) be detrimental or injurious to other uses permitted within the zoning district? If no, please explain:
_____

_____

C. Is the use(s) appropriate and consistent with the general welfare of the community and the enjoyment of adjacent property? If yes, please explain:
_____

_____

D. Has the existing use(s) been in existence for a period of at least fifteen (15) years? If yes, when was the existing use(s) established on the property?
_____

_____

E. Is there adequate off-street parking to serve the proposed use(s)? If yes, please explain and identify how many off-street parking stalls are provided on the site?
_____

_____

F. How is the proposed use(s) in substantial agreement with the Master Plan?
_____

_____

G. How would a hardship result if the use were discontinued or the proposed expansion, extension, structural alteration, or intensification of the use denied?
_____

_____

H. Would rezoning the property result in "spot zoning" or zoning inappropriate to surrounding land uses? If yes, please explain:
_____

_____

I. Can the use(s) comply with all applicable zoning standards? If no, please identify zoning standard deficiencies:
_____

_____

J. Please explain how any structural additions, alterations, or replacements will be manifestly arranged or designed for ready conversion for a use that conforms to the district in which the nonconforming use is located:
_____

_____

3. Identify which Section (12.1 through 12.2-7) of Article 5 in the Zoning Ordinance qualifies you to apply for a Special Exceptions Permit:

_____

_____

_____

_____

_____

FOR YOUR INFORMATION: The Minden Township Orderly Annexation Area Planning Board is required to make a finding of fact based on information provided by the applicant. The applicant must demonstrate that the proposed expansion, extension, structural alteration, or intensification to the existing grandfathered nonconforming use will not be harmful and will be beneficial to the surrounding properties, the neighborhood, and the community. The applicant must demonstrate that the legally established grandfathered nonconforming use is eligible to apply for a Special Exceptions Permit as articulated in Article 5, Section 12.2 of the Zoning Ordinance.   The applicant must demonstrate that proposed activity will comply with all of the criteria articulated in Article 5, Section 12.1 and with the process identified in Article 32, Section 4 of the Zoning Ordinance.

A public hearing will be conducted by the Minden Township Orderly Annexation Area Planning Board on your request.   Property owners located within 350 feet of the subject property will be mailed notice of the public hearing and incited to offer testimony. Notice of the public hearing for the request will also be published in the legal section of the "St. Cloud Times" at least 10 days preceding the public hearing. All interested persons are invited to offer testimony on the request. It is suggested that you - the applicant, or your designated representative, testify first at the public hearing by outlining what your request is and why you believe it should be approved. You may be asked to respond to questions/concerns expressed by neighboring property owners, members of the Minden Township Orderly Annexation Area Planning Board, or any other interested member of the public.

A staff report and recommendation to either approve (as requested or with modification) or disapprove will be prepared by the St. Cloud Planning and Zoning Dept. and provided to the Minden Township Orderly Annexation Area Planning Board. On the Friday preceding the public hearing, you will be mailed a copy of the agenda for the meeting date and a copy of all information provided to the Minden Township Orderly Annexation Area Planning Board related to your special exceptions permit request.

I HEREBY CERTIFY THAT I HAVE READ, EXAMINED, AND UNDERSTAND THIS APPLICATION AND THAT THE INFORMATION SUBMITTED HEREIN AND ATTACHED HERETO IS TRUE, ACCURATE, AND CORRECTLY STATES MY INTENTIONS.

Applicant Signature(s)_____ Date _____

Property Owner Signature(s) _____ Date _____

STAFF USE ONLY:

Application Fee Received by _____ Date Received _____

The grandfathered nonconforming use is eligible to apply for a Special Exceptions Permit in accordance with the

following provision of Section 12.2 of Article 5: _____

_____

_____.