

CONDITIONAL USE PERMIT

**APPLICATION TO:
PLANNING COMMISSION
AND
CITY COUNCIL**

Section 153.035 City Code – Conditional Use Permit – City of Luverne

Name of applicant

Co-applicant, if applicable

Mailing address

Applicant phone number

E-mail

Zoning District

Address of subject property

Date

Legal description: Attached sheets, parcel numbers,

to the City of Luverne, MN; Rock County

Conditional use permit requested: _____

Attach a list of all adjoining property owners and mailing addresses located within **200 feet** of all property lines.

Is the applicant the owner of the property? yes / no. If not, please note all particulars as to ownership or control including copies of leases, purchase agreements, etc. which give the applicant the right to make this application. (If authority is not granted in documents, the property owner must sign the application).

Applicant shall provide information required by City Code Section 153.035 to include, but not limited to, such items as site plans, elevations, location maps, and any other information as needed by the Planning Commission.

Applicant must submit, on attached sheet (s), facts, information, and data relating to the necessary findings needed to grant the Conditional Use Permit. (See A through E of Section 153.038), page 3. *Please address all points!*

If the conditional use is granted, the Formal Findings and Order must be recorded in the County Recorder's office or the permit is not valid.

I certify that all the information submitted in this application (including attachments) is true and correct and that I have full and legal authority to apply for this conditional use.

Applicant's Signature

Applicant's Signature

State of Minnesota
County of Rock
City of Luverne

This instrument was acknowledged before me on _____, 20__ by
_____ and _____ of
_____ and _____.

Notary Public's Signature

Application fee \$ 400.00

Received by: _____

Date: _____

All fees must be paid with the filing and prior to consideration of the application.

Date of public notice: _____

By: Rock County Star Herald

Public hearing date/time, location: _____ : _____ p.m. Council Chambers

Date of any other actions: _____

Description of that action: _____

Section 153.038. Findings:

No conditional use shall be recommended by the Planning Commission unless said Commission shall find:

A. That the Conditional Use will not be injurious to the use and enjoyment of the other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity;

B. That the establishment of the conditional Use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area;

C. That adequate utilities, access roads, drainage, and other necessary facilities have been or are being provided;

D. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the purpose;

E. That adequate measures have been or will be taken to prevent or control odors, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.

Note: *If this is a flood plain conditional use, see City Code Section 153.075-153.089 for additional required information.*

RECOMMENDATION & REPORT OF PLANNING COMMISSION

The Commission specifically finds it is in the best interest of the City and its residents that the herein-referred to conditional use be granted/denied by the City Council:

Motion to grant/deny by: _____

Seconded by: _____

Date: _____, _____

Chairman: _____

Attest: _____

Secretary

State of Minnesota
County of Rock
City of Luverne

This instrument was acknowledged before me on _____, 20__ by
_____, of _____, and
_____, of _____, on behalf of said Municipal
Corporation.

Notary Public's Signature

Based on the following recommended findings and orders:

ACTION BY THE CITY COUNCIL

ORDER

At the regular meeting held on _____, the City Council considered the report with/without a recommendation of the Luverne City Planning Commission for a Conditional Use Permit submitted by _____. The Council found that based upon the foregoing facts, it is in the best interest of the City and its residents that the herein referred to Conditional Use Permit be granted.

To allow:

Motion to-grant/deny by: _____ Seconded by: _____

Date: _____

Mayor: _____

Attest: _____

City Administrator:

State of Minnesota
County of Rock
City of Luverne

This instrument was acknowledged before me on _____, 20__ by _____, of _____, and _____, of _____, on behalf of said Municipal Corporation.

Notary Public's Signature

FORMAL FINDINGS AND FACTS ADOPTED: _____

Date:

Applicant notified of action: _____

Date:

CERTIFICATION

STATE OF MINNESOTA)
COUNTY OF ROCK) ss.
CITY OF LUVERNE)

I, the undersigned City Administrator in and for said City of Luverne, do hereby certify that I have compared the foregoing copy with the original of record in my office, and find the same to be a true and correct copy of said original and of the whole thereof, as based on approved minutes of the City Council meeting held _____, and on record in the office of the City Administrator.

WITNESS my hand this _____ day _____, _____.

John Call, City Administrator

Drafted by:
Chad McClure
Code Administrator
City of Luverne
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(507) 449-5031