

Conditional Use Permit Application

1. Applicant Information	
Name:	
Address:	
Telephone #:	
Email Address:	
Application #: <i>To be assigned by City.</i>	
Signature:	
Date:	
Owner, if different from above:	
Address:	
Telephone #:	
Email Address:	
2. Property Information	
Street Address:	
Legal Description:	
Parcel #:	
Zoning District:	Shoreland Overlay Zone: Yes <input type="checkbox"/> or No <input type="checkbox"/>
Conditional Use Requested:	
Property Size (Square Ft. or Acres):	
3. Project Description (attach additional sheets if necessary)	
A. Describe the proposed project. Describe the type of business or activity, type and function of proposed or existing buildings, and other proposed uses of the property:	
B. Describe adjacent and surrounding land uses. How will your project impact these properties?	
C. Describe proposed alterations to the existing landscape. Describe how storm water runoff will be collected and drained off the property or treated on-site.	

D. Describe the proposed landscaping of the site. Describe how existing vegetation will be preserved or removed:
E. Describe the quantity, type, and schedule of traffic that will be generated:

4. Other Services and Approvals	
A. Will the proposed project require new or expanded public utility connections including water, sewer, or storm water?	Yes <input type="checkbox"/> or No <input type="checkbox"/>
B. Will the proposed project require new or expanded electrical service?	Yes <input type="checkbox"/> or No <input type="checkbox"/>
C. Will the proposed project require a street extension or new drive-way access?	Yes <input type="checkbox"/> or No <input type="checkbox"/>
D. Will the proposed project require a building permit?	Yes <input type="checkbox"/> or No <input type="checkbox"/>
E. Will the proposed project include new signage?	Yes <input type="checkbox"/> or No <input type="checkbox"/>
F. Will the proposed project require another land use approval from the City of Two Harbors including, but not limited to rezoning, zoning text amendment, platting, vacation, or a variance? If so, indicate which approval is needed:	Yes <input type="checkbox"/> or No <input type="checkbox"/>
G. Does the proposed project require approval or review from another government agency? This includes, but is not limited to Minnesota Department of Transportation, Minnesota Department of Natural Resources, Lake County Highway Department, and the U.S. Army Corps of Engineers. If yes, indicate which agencies and if permits have been applied for or received:	Yes <input type="checkbox"/> or No <input type="checkbox"/>

Attach a site plan and landscaping plan consistent with the requirements of Two Harbors City Code Sec. 11.82 .Subd. 3. must be reviewed and approved prior to zoning approval or issuance of a building permit.	
Preparation of the Site Plan- Make the drawing to scale. The scale that is used must be sufficient to show the project's necessary details. Please show:	
A. Dimensions of the property: Length, Width, Depth	<input type="checkbox"/>
B. Location and size of existing and proposed structures (Please show the distance from the property lot lines to existing and proposed structures.)	<input type="checkbox"/>
C. Size and location of parking areas- include how many vehicles can be accommodated	<input type="checkbox"/>
D. Loading and unloading areas	<input type="checkbox"/>

E. Landscaped areas, blacktopped or paved driving areas	<input type="checkbox"/>
F. Access driveways	<input type="checkbox"/>
G. Location of signs advertising the business	<input type="checkbox"/>
H. Show how runoff from the site will be collected and drained	<input type="checkbox"/>
Properties within the Shoreland Overlay District are subject to the requirements of Two Harbors City Code Sec. 11.50. Shoreland Overlay Ordinance. If applicable, Submit the following information.	
A. Surface water runoff plan certified by a professional engineer if impervious surface coverage exceeds 30 percent of the lot.	<input type="checkbox"/>
B. Vegetation management plan.	<input type="checkbox"/>
C. Erosion and sediment control plan, if applicable.	<input type="checkbox"/>
D. Wetland mitigation plan, if applicable	<input type="checkbox"/>

City Use Only	
The CUP application is complete:	<input type="checkbox"/>
The CUP application requires the modifications listed below:	<input type="checkbox"/>
Further information is required:	<input type="checkbox"/>
The project is not a use permitted with a conditional use permit:	<input type="checkbox"/>
Signature of Zoning Administrator/Date:	