

Hinckley Township

CONDITIONAL USE PERMIT APPLICATION PACKET

Also, please refer to the Town of Hinckley Zoning Ordinance.

APPLICATION REQUIREMENTS

In most cases, the application deadline for submitting a conditional use permit application is 4-1/2 weeks before the meeting date.

The full application packet must include the following:

- A complete application form
- Comprehensive site plan. A clear and legible site plan of the property which, at a minimum, shows the following:
 - North arrow
 - All Property lines
 - The entire site, to scale, with the location of all existing and proposed buildings, outdoor storage areas, signs, and the building setbacks from property lines.
 - The location and dimensions of all driveways and of all parking and loading areas, showing that required setbacks will be met.
 - Applicable topography, site limitations, and utility or wastewater information.
- A written narrative which describes the proposed use. Be sure to include the hours of operation, location and size of proposed signs, and whether you plan on holding special events.
- The required non-refundable application fee for the permit. The petitioner will be responsible for any actual expenses exceeding the application fee. Current application fee is \$750.00.

NOTE: Shoreland areas or properties that are located within 300 feet of a river or 1000 feet of a lake. Conditional and Interim Use permits for shoreland areas must be obtained from the Pine County zoning department. You can visit the Pine County web site at www.co.pine.mn.us or call 1-800-450-7463 ext. 1659.

HINCKLEY TOWNSHIP CONDITIONAL USE PERMIT APPLICATION

I/We, the undersigned, do hereby petition for approval of a conditional use permit on the following described property and authorize representatives of Town of Hinckley to enter the property for inspection purposes.

Name _____ Date _____

Township: _____

Section: _____

Range: _____

Parcel Number: _____

Legal description (must be complete description from abstract or deed): _____

Existing Zoning District _____

Purpose _____

Petitioner: Print Name _____

Address, City, State, ZIP _____

Phone _____ Email _____

Signature _____

Property Owner: (if different from above): Print Name _____

Address, City, State, ZIP _____

Phone _____ Email _____

Signature _____