



For Office Use Only	
	Stamp
Fee Paid:	_____
Escrow Paid:	_____

Comprehensive Plan Amendment Application

If a municipality changes any part of chapter of its comprehensive plan, it must submit the comprehensive plan amendment to the Metropolitan Council for review. Municipalities amend their comprehensive plans for various reasons, including: Changes resulting from neighborhood or small area planning activities, land use changes to allow a proposed development, proposed forecast changes or proposed MUSA expansions, text changes to revise a policy or land use category, routine updates to incorporate new information or update a public facilities element.

Property Information

Street Address of Property _____ P.I.D. Number _____

Legal Description
(Please attach description if lengthy) _____

Applicant (Applicant will receive all correspondence from the City)

Developer: _____ Contact Person: _____

Address _____ City _____ State _____ Zip _____

Phone () _____ Cell () _____ Email _____

Signature of Applicant _____ Date _____

Engineer

Company: _____ Contact Person: _____

Address _____ City _____ State _____ Zip _____

Phone () _____ Cell () _____ Email _____

Architect

Company: _____ Contact Person: _____

Address _____ City _____ State _____ Zip _____

Phone () _____ Cell () _____ Email _____

Property Owner(s)

Name _____

Address _____ City _____ State _____ Zip _____

Phone (____) _____ Cell (____) _____ Email _____

Affidavit of Ownership (Application must be signed by all owners in fee title to which the permit shall apply)

That I (we) am (are) the owner(s) of the property for which a land use approval is sought or have the lawful Power of Attorney therefore. **All signatures must be notarized.** If signing with Power of Attorney, a copy of the document giving you Power of Attorney must be attached to this application. If there are additional property owners, please attach a separate sheet to provide the above information.

All property owners must sign.

PRINT Name of property owner & PIN _____

Signature _____ Date _____

STATE OF MINNESOTA)

) ss.

(Individual Notary)

COUNTY OF WASHINGTON)

On this ____ day of _____, 20____, before me, a Notary Public, personally appeared _____

and _____, who signed the foregoing instrument and acknowledged said instrument to be their free act and deed.

Notary Public

Stamp

ALL THE FOLLOWING INFORMATION MUST BE SUBMITTED.

_____ Completed application signed by all owners, in fee title, of the property to be improved.

_____ The legal description and address of the property to which the amendment may apply.

_____ A site plan showing the relationship of the amendment requested to adjacent property and other information having a bearing on the request.

_____ Current planned land use and proposed planned land use

_____ Current and proposed sewer staging changes.

_____ All other information that may be requested in accordance with Met Council Local Planning Handbook:

- Whether or not the proposed amendment has impacts on regional systems including transportation, wastewater, and regional parks.
- Whether the proposed amendment includes any land within the Mississippi Critical Area boundary.
- How stormwater generated from the site will be managed
- Whether there are changes to the projected water use due to the amendment.

_____ Application fees as established by the City Council.

Applications must include electronic copies of plans and application items. Large copies of plans may be requested in addition to electronic copies.