



**County of Wadena  
Planning Commission**

**APPLICATION FOR CONDITIONAL USE PERMIT**

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According to Section 21 D. of the Wadena County Zoning Ordinance, the Planning Commission may not recommend a Conditional Use Permit for approval by the County Board unless the Commission can find:

- 1) That the Conditional Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity;
- 2) That the establishment of the Conditional Use will not impede the normal and orderly development and improvement of the surrounding vacant property for uses predominant in the area;
- 3) That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided;
- 4) That adequate measures have been taken to provide sufficient off-street parking and loading space to serve the proposed use;
- 5) That adequate measures have been or will be taken to prevent or control offensive odor, 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;
- 6) That the use is consistent with the land use controls ordinances (Zoning Ordinance); and
- 7) That the use is not in conflict with the Wadena County Comprehensive Plan.

**Your application for a Conditional Use Permit (CUP) must address and provide detail for each of these findings, which the Planning Commission will weigh in order to make an informed recommendation to the County Board of Commissioners. A non-refundable application fee applies and must be submitted with the application. The application is not considered accepted until it has been reviewed by the Zoning Administrator and any additional requested documents have been received by the Zoning Office. Please complete the application form entirely and use additional sheets of paper if needed and attach them to this application. Please submit a detailed drawing of the property, including: the dimensions of the parcel, existing & proposed buildings and their setbacks from property lines, roads, and waters of the state, proposed signage, and lighting, parking & unloading areas, and access routes to and from the property.**

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Owner(s) name(s) as listed on tax statement: \_\_\_\_\_

Proper Owner(s) phone number: \_\_\_\_\_

Owner(s) mailing address, if different than the property address: \_\_\_\_\_

Address where use is proposed: \_\_\_\_\_

Legal description of property where use is proposed: \_\_\_\_\_

\_\_\_\_\_

Zoning District in which the property is located: \_\_\_\_\_

Are the Property Taxes up-to-date? ( ) Yes ( ) No *(taxes must be up-to-date in order for application to be accepted)*

Date of Current Certificate of Compliance for Septic System: \_\_\_\_\_

1) What use is proposed on the property described above, which is not presently a use that is allowed in the Zoning District where this property is located?

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2) Have you looked for other locations where this activity might be an allowed use and, if so, why then have you chosen this location?

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3) Please describe the surrounding area and why you think this use will fit into that area and not impede the orderly development of surrounding vacant land for the uses already allowed in that area.

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4) Are you planning to use existing buildings or construct new buildings? If so, please describe them in detail, as well as how they will be used in your operation.

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5) Will this operation include employment of other people? Please explain or mark N/A if not applicable.

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6) Please describe utilities, access roads, or any other necessary facilities in the development of this use, and, is there adequate space available to replace or upgrade the onsite sewage treatment system on the property should that be come necessary in the future?

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7) How much additional traffic is anticipated if this use is approved on the property?

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8) Is there adequate area available for parking and unloading of trucks or other vehicles, if applicable? Please describe:

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9) If applicable, will there be signage, lighted or other, and where?

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10) If applicable, what are your plans to prevent or control noise, odor, dust, or vibration that may be generated from this use?

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**I, the undersigned, understand that the County may require additional information after this application has been accepted but prior to the public hearing. By signing this application, I agree to provide any and all information requested by the County prior to the day of the public hearing on my application.**

**I further agree that, should this use be permitted on the property above described, I will follow any and all conditions and provisions which apply in accordance with the Wadena County Zoning Ordinances as well as any additional conditions applied by the Planning Commission and the Wadena County Board of Commissioners. I understand if the proposed use ceases to exist on the property for a period of 12 months or more, the permit may be revoked and reapplication will be necessary in order to reinstate the use on the property, if revocation occurs. I also understand this application is for the Conditional Use Permit process only and an additional land use permit is required for any and all new construction that may occur with this Conditional Use Permit, if granted.**

Date: \_\_\_\_\_ Signature of Owner: \_\_\_\_\_