



Concept Review

([Land Use Application](#) also required)

Concept Review is an optional process and designed to address the appropriateness of a development proposal from the perspective of general land use compatibility without incurring substantial cost. This process provides a forum in which more specific development issues and potential concerns can be identified and may require further information and additional analysis at the Development Stage.

There are two general types of concept review: Policy and Land Use. Policy concept review allows the Council to provide informal comments related to land use policy: i.e. would the Council be willing to consider a rezoning or land use amendment. A Land Use concept review process provides the applicant with an opportunity to submit a plan showing the basic intent and the general nature of the entire development.

Neither the City Council nor the Planning Commission will take any formal action to approve or deny the application. No comments, remarks, or observations made by the City Council, Planning Commission, or City Staff on the Concept Plan are binding on the City for subsequent stages.

Application Requirements

Two (2) sets of 11”x17” reductions are required. All required information must be submitted by the application date in order for an application to be considered complete.

Incomplete applications will not be accepted/processed in accordance with MN Statutes Chapter 462.358

Drawings shall be folded; rolled drawings will not be accepted.

Each of following applicable requirements (unless waived by staff) shall be submitted:

- [Land Use Application](#) form
- Application Fee
- A typewritten narrative
- Sufficiently detailed information (written or illustrated) to adequately convey your request
- All submitted documents shall also be provided in a digital format (e.g. pdf, jpeg, doc, dwg) at a resolution of at least 300 dpi. *Flash drives, CD's, and email are acceptable.*
- All other information as determined by City Staff

Applicant Signature: _____ Date: _____

Print Name: _____