



Ordinance Amendment

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

Public Hearing

Application Requirements

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 15.99

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

- 1. [Land Use Application](#) form
- 2. Application Fee (check or cash)
- 4. All submitted hard copy graphics (no larger than 11" x 17") shall also be provided on a CD/flash drive in a **.pdf** format at least at 300 dpi.
- 4. One typewritten narrative shall be submitted and should include, but not limited to, all the following applicable information:
 - Detailed description/scope of project.
 - What is being proposed?
 - What are the reasons/purpose for the proposed Ordinance Amendment?
 - What has changed to warrant the Ordinance Amendment?
 - What are the benefits to the City?
- 5. Narrative shall be provided on a CD/flash drive in an editable word processing format.
- 6. Proposed ordinance language
- 7. All other information as determined by City Staff

Applicant Signature: _____ Date: _____

Print Name: _____