

**City of Osakis**  
[cityhall@cityofosakis.com](mailto:cityhall@cityofosakis.com)

**CONDITIONAL USE PERMIT APPLICATION**

	<b>For Office Use Only</b>
	<b>PERMIT FEE \$400.00</b>
	<b>DATE RCVD.</b>
	<b>TOTAL PAID \$</b>

DATE OF APPLICATION: \_\_\_\_\_

APPLICANT INFORMATION:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

ADDRESS FOR CONDITIONAL USE: \_\_\_\_\_

LEGAL DESCRIPTION OF PROPERTY:

PARCEL NUMBER: \_\_\_\_\_ ZONING: \_\_\_\_\_

LOT: \_\_\_\_\_ BLOCK: \_\_\_\_\_ ADDITION: \_\_\_\_\_

CONDITIONAL USE IS BEING REQUESTED FOR THE FOLLOWING REASON(S): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

1) Will the use be suitable at the location so as not to create an excessive burden? Yes \_\_\_\_\_ No \_\_\_\_\_

Comments: \_\_\_\_\_

2) Will the use be sufficiently compatible or separated by distance or screening from adjacent residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land? Yes \_\_\_\_\_ No \_\_\_\_\_

Comments: \_\_\_\_\_

3) Will the structure and/or site have an appearance that will not have an adverse effect upon adjacent residential properties? Yes \_\_\_\_\_ No \_\_\_\_\_

Comments: \_\_\_\_\_

4) Will the use be appropriate as not to cause a traffic hazard or congestion? Yes \_\_\_\_\_ No \_\_\_\_\_

Comments: \_\_\_\_\_

**ADDITIONAL INFORMATION ON REVERSE**

5) Does the site have adequate utilities, access roads, drainage and necessary facilities? Yes \_\_\_\_\_ No \_\_\_\_\_

Comments: \_\_\_\_\_

ADDITIONAL COMMENTS BY APPLICANT: \_\_\_\_\_

**Conditional Uses will be decided with consideration of the following:**

1. The conditional use will not be injurious to use and enjoyment of property in the immediate area nor substantially diminish property values within the immediate vicinity.
2. The use will not impede the normal and orderly development of surrounding vacant property.
3. Adequate utilities, access roads, drainage and other necessary facilities are provided.
4. Sufficient off-street parking and loading space is provided.
5. Offensive odor, fumes, dust, noise, vibration and lighted signs and lights are controlled so no disturbance to neighboring properties will result.
6. Soil conditions are adequate to accommodate the use.
7. Proper facilities are provided to eliminate traffic congestion and hazards.
8. A demonstrated need exists for the proposed use.
9. The proposed use is in compliance with the land use plan.

In granting a conditional use, the Planning and Zoning Commission may impose conditions deemed necessary to ensure compliance and protect adjacent properties.

The following information (if applicable) is required with the application:

\_\_\_\_\_ Site plan (drawn to scale) showing parcel and proposed project dimensions.

\_\_\_\_\_ The lot and building staked out on the property.

\_\_\_\_\_ Location of all structures and their square footages.

\_\_\_\_\_ Location of curb cuts, driveways, parking, access roads, easements, shoreland, wetlands, etc.

\_\_\_\_\_ Landscaping and screening plans.

\_\_\_\_\_ Drainage plans.

I hereby certify that I have read and examined this application and supporting documents and know the same to be true and correct. I have identified all property boundaries, easements, and/or wetlands existing on the property on my site plan(s) and application. The undersigned further agrees that the City and its administrative staff relied on the accurateness of the application, plans and specifications relative to this request and hold the City of Osakis harmless from all liability arising from the granting of a conditional use permit.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**APPROVAL OF THIS CONDITIONAL USE PERMIT DOES ALLOW YOU TO PROCEED WITH YOUR PROJECT. YOU WILL NEED TO FILL OUT A BUILDING PERMIT APPLICATION. THE PLANNING & ZONING WILL REVIEW AND RECOMMEND TO THE CITY COUNCIL FOR FINAL APPROVAL. DO NOT PROCEED WITH YOUR PROJECT UNTIL ALL PERMITS HAVE BEEN APPROVED!**