

City of Carlos
Conditional Use and Interim Use Permit Application
Carlos City Hall – 109 1st St W, PO Box 276, Carlos, MN 56319
(320) 852-3000 | www.cityofcarlos.com

1. Applicant Information

Name: _____

Address: _____

Phone Number: _____ Email Address: _____

Application Type: ☐ Conditional Use ☐ Interim Use

Application Number (*to be assigned by City*): _____

I hereby certify that I am the owner or authorized agent of the owner of the described property, representative of the existing conditions on the property. I understand this request will result in public notification process and hearing conducted in accordance with Minnesota Statutes. I consent to site visits by City representatives prior to the hearing. I understand further that falsifications of this application or any attachments thereto will serve to make this application and any subsequent permit invalid.

By signing this application I do hereby certify that all the information is complete and accurate. I further certify that there are no delinquent property taxes, special assessments, penalties, interest and municipal utility fees due on the parcel to which the application relates on the above stated property.

Signature of Applicant	Date

Property Owner (*if different from above*): _____

Address: _____

Phone Number: _____ Email Address: _____

2. Property Information

Street Address: _____

Legal Description (*attach additional sheets if necessary*) _____

Property Size (*square feet or acres*): _____

Parcel Number(s): _____

Zoning District: _____

Detailed Description of Request (*attach additional sheets if necessary*):

Relevant Section of the City Code: Chapter _____ Section _____ Subsection _____

Justification for the Conditional or Interim Use Request (*attach additional sheets if necessary*):

3. Property Description (*attached additional sheets as necessary*)

3.1 Describe the proposed project. Describe the type of business or activity, type and function of proposed or existing buildings and other proposed uses of property.

3.2 Describe adjacent and surrounding land uses. How will your project impact these properties?

3.3 Describe the quantity, type, and schedule of traffic that will be generated.

4. Other Services and Approvals

4.1 Will the proposed project require new or expanded public utility connections including water, sewer, or storm water? ☐ Yes ☐ No

4.2 Will the proposed project require new or expanded electrical service? ☐ Yes ☐ No

4.3 Will the proposed project require a street extension or new driveway access? ☐ Yes ☐ No

4.4 Will the proposed project require a building permit? ☐ Yes ☐ No

4.5 Will the proposed project include new signage? ☐ Yes ☐ No

4.6 Will the proposed project require another land use approval from the City of Carlos, including, but not limited to, rezoning, zoning text amendment, platting, vacation, or a variance? If so, please indicate which approvals are needed: ☐ Yes ☐ No

4.7 Does the proposed project require approval or review from another government agency? This includes, but is not limited to, Minnesota Office of Cannabis Management and Douglas County Health and Human Services. If yes, please indicate which agencies and permits have been applied for or received: ☐ Yes ☐ No

CITY USE ONLY

Fee: \$200.00, Plus Out of Pocket Expenses ☐

The Conditional Use or Interim Use Permit Application is complete. ☐

The Conditional Use or Interim Use Permit Application requires the modifications or further information listed below: ☐

The project is not permitted as a Conditional Use or Interim Use for the following reasons: ☐

Signature of Zoning Administrator	Date