

Conditional Use Permit Submittal Checklist

- Land Use Application form and fee
- A typewritten narrative describing the proposed use
- A scaled **Site plan** to include:
 - boundary lines of the property with dimensions and area
 - existing easements (public and private)
 - buildings and other improvements on the property (ie. dumpster and freestanding sign)
 - on site circulation including car parking spaces, loading areas, driveways, stacking spaces with dimensions and setbacks
 - the number of parking spaces and parking requirement calculations
 - sidewalks and trails
- A drawing of the floor plan of the building showing where the conditional use would occur

Other information as required by the Community Development Director to process the application.

Questions? Contact City Planner, Scott Harlicker at 763-767-6452 or sharlicker@coonrapidsmn.gov