

## **Zone Change Submittal Checklist**

- Land Use Application form and fee
- Up to date boundary survey or scaled drawing of subject property
- A typewritten narrative that describes how the request meets one of the following findings:
  - A mistake was made in the original zoning of the property
  - The times and conditions have changed to such an extent that no reasonable use can be made of the property under the current zoning
- The narrative must also include:
  - A description of how the request is consistent with the comprehensive plan
  - Current land use designation and zoning classification of subject property
  - Current land use designation and zoning classification of properties within 350 feet
  - Existing land uses on subject property
  - Existing land uses of properties within 350 feet

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](mailto:sharlicker@coonrapidsmn.gov)