



Application Date:	
Fee:	\$1,000.00
Escrow:	\$1,000.00

COMPREHENSIVE PLAN AMENDMENT

The Township may adopt amendments to the Comprehensive Plan and Land Use Map in relation both to land uses within a particular District or to the location of the district lines. Such amendments shall not be issued indiscriminately but shall only be used to reflect changes in the goals and policies of the community as reflected in changes in conditions in the Township.

PARCEL IDENTIFICATION NO (PIN):		ZONING DISTRICT & COMP PLAN LAND USE:
LEGAL DESCRIPTION:		LOT SIZE:
PROJECT ADDRESS:	OWNER: Name: Address: City, State: Phone: Email:	APPLICANT (IF DIFFERENT THAN OWNER):
BRIEF DESCRIPTION OF REQUEST:		
EXISTING SITE CONDITIONS:		
APPLICABLE ZONING CODE SECTION(S): <i>Please review the referenced code section for a detailed description of required submittal documents, and subsequent process.</i> 1. Chapter 2 Lent Township Land Use Regulations, Section 8.09 Amendments		

Submittal Materials

The following materials must be submitted with your application to be considered complete. If you have any questions or concerns regarding the necessary materials please contact the Town Planner.

AP – Applicant check list, TS – Town Staff check list

Comprehensive Plan Code Amendment: All plans shall include:

AP	TS	Materials
<input type="checkbox"/>	<input type="checkbox"/>	<u>Written Narrative Describing your request:</u> <i>A written description of your request for the Comprehensive Plan Amendment will be required to be submitted as a part of your application. The description must include the following:</i> <ul style="list-style-type: none"> • Stated reason for requested change. • Statement of compatibility with the Comprehensive Plan. • Text of portion of the existing ordinance to be amended. • Proposed amended text and Statements outlining any other effects that the amendment may have on other areas of this Ordinance. • The amendment is consistent with the intent and purposes of the zoning ordinance. • The amendment in the opinion of the Township is reasonably related to the overall needs of the Township. • Whether the amendment is sufficiently compatible so that existing development will not be depreciated in value and there will be no deterrence to development of vacant land. • Whether the amendment will create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve the area. • Whether amendment will cause traffic hazards or congestion on streets or other public rights-of-way which serve the area.

Application for: **COMPREHENSIVE PLAN AMENDMENT**
Lent Township

<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Additional information as may be requested by the Planning Commission.
<input type="checkbox"/>	<input type="checkbox"/>	Paid Application Fee and Escrow

MATERIALS THAT MAY BE REQUIRED UPON THE REQUEST OF THE TOWN PLANNER

<input type="checkbox"/>	<input type="checkbox"/>	<p><u>Land Use Map:</u> All maps shall be drawn to scale and include a north arrow</p> <ul style="list-style-type: none"> Color maps (8.5 x 11 or 11 x 17) showing the general location of proposed changes, the current planned land use, proposed planned land use, the current and proposed sewer staging changes
<input type="checkbox"/>	<input type="checkbox"/>	Electronic copy of all submittal documents
<input type="checkbox"/>	<input type="checkbox"/>	Statement acknowledging that you have contacted the other governmental agencies such as Conservation Districts, County departments, State agencies, or others that may have authority over your property for approvals and necessary permits.

Review and Recommendation by the Planning & Zoning Commission (P&Z). Requests for amendments, as provided within this Ordinance, shall be filed with the Zoning Administrator on an official application form. The Zoning Administrator shall refer said application, along with all related information, to the P&Z for consideration.

Notice of a hearing shall be published in the official newspaper of the Township at least ten (10) days prior to the date of the hearing. Written notice of public hearing for amendment shall be sent to the Chisago County Board of Commissioners. Written notice shall also be sent to all property owners of record within one-quarter (1/4) mile of the affected property or the nearest ten (10) properties, whichever would provide notice to the greatest number of owners.

Township staff have the authority to request additional information from the applicant beyond what is required for submittal materials or to retain expert testimony with the consent and at the expense of the applicant if said information is declared to be necessary by the Township to review the request or to establish performance conditions in relation to this Ordinance.

The P&Z shall consider oral or written statements from the applicant, the public, Staff, or its own members. It may question the applicant and may recommend approval, disapproval or table by motion the application. The Commission may impose necessary conditions and safeguards in conjunction with their recommendation.

Review and Decision by the Town Board. The Board shall review the application after the P&Z has made its recommendation. The Board is the only body with the authority to make a final determination and either approve or deny the application.

This application must be signed by ALL owners of the subject property or an explanation given why this not the case.

We, the undersigned, have read and understand the above.

Signature of Applicant

Date

Signature of Owner (if different than applicant)

Date