

CITY OF LANESBORO

Application # \_\_\_\_\_  
Tax ID number # \_\_\_\_\_  
FEE: \_\_\_\_\_

**REQUEST FOR ZONING AMENDMENT**

Applicant(s): City of Lanesboro Date: 2/15/2023

Applicant(s) Address: 202 Parkway Ave S.

City, State, Zip: Lanesboro, MN 55949 Phone: 507-467-3722

Legal Description of property: (if applicable) Parcel - 190129020

Property address if different from applicant(s): (if applicable) 101 Root River Drive

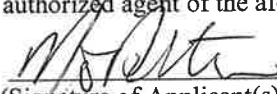
Please note the type of Amendment you are requesting:

- X Zoning District boundary amendment (indicate on zoning map) -City to Industrial
- \_\_\_\_\_ Zoning District Regulation amendment (note section #'s below)
- \_\_\_\_\_ Zoning Ordinance Provision amendment (note section #'s below)
- \_\_\_\_\_ Comprehensive or Land Use Plan amendment. (note section #'s below)

Briefly describe the requested amendment and the expected effect of the proposal: (include copy of map or indicate ordinance section #'s if applicable)

I/We hereby certify that I/we am/are the owner or authorized agent of the aforementioned property.\*

Date: 2/15/2023

  
(Signature of Applicant(s))

*\*Authorized agent may be the City of Lanesboro or a person with a contingency on a purchase agreement for said property. Zoning amendment, if approved, will take effect after purchase of property is final.*

**FILING REQUIREMENTS:**

1. Completed application form indicating location of the property, and a narrative statement explaining the nature of and reason for the request. Application must be signed by the applicant and the property owner.

2. General development plan showing the potential development of the property indicating proposed streets, buildings and landscaping.

3. Fee of \$ N/A.

**ALL MATERIALS MUST BE SUBMITTED INCLUDING AN 8 1/2 X 11 OR AN 11 X 17 FORMAT SUITABLE FOR PHOTOCOPYING OR AS AN ELECTRONIC FILE.**

**PROCEDURE:**

- 1. By Applicant:
  - Submit all filing requirements to the Planning Department at least 30 calendar days prior to an

available Planning Commission meeting date for a thorough site evaluation.

- Attend all Planning Commission and City Council meetings at which the application is scheduled for action.

2. By City Staff:

- Conduct a thorough site evaluation and review.
- Schedule public hearing before the Planning Commission. Mail notice of public hearing to property owners within 350 foot radius of applicant's property.
- Place application on an available City Council agenda. Notify applicant of meeting date.

- Inform applicant of City Council action. If request is granted, provide applicant with a copy of the resolution and ordinance stating the conditions upon which approval is granted. If denied, provide applicant an explanation of the basis for denial.

- **Purpose for Fees :** The application fees are used for staff time for case review and preparation of documents and for postage to mail the required notices to required properties. These fees do not include recording fees or publication fees.

**Acknowledgment and Signature:**

The undersigned applicant hereby represents upon all of the penalties of the law, for the purpose of inducing the City of City of Lanesboro to take action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the Ordinance of the City of City of Lanesboro, and the laws of the State of Minnesota, and that the undersigned applicant will pay all fees and charges incurred by the City for the examination and review of this application

Signature of Applicant(s)

Signature of Property Owner

Date

Date

**An application shall only be considered complete if it includes all necessary information regarding the Applicant's request, application fee, an escrow payment, and an executed agreement to pay city professional fees.**

**For Office Use Only:**

Approval \_\_\_\_ Denial \_\_\_\_ *recommended* by the Planning Commission on \_\_\_\_\_ (date) by  
(Chair, Planning Commission) \_\_\_\_\_.

Approval \_\_\_\_ Denial \_\_\_\_ by the City Council on \_\_\_\_\_ (Date) by  
(Mayor) \_\_\_\_\_.

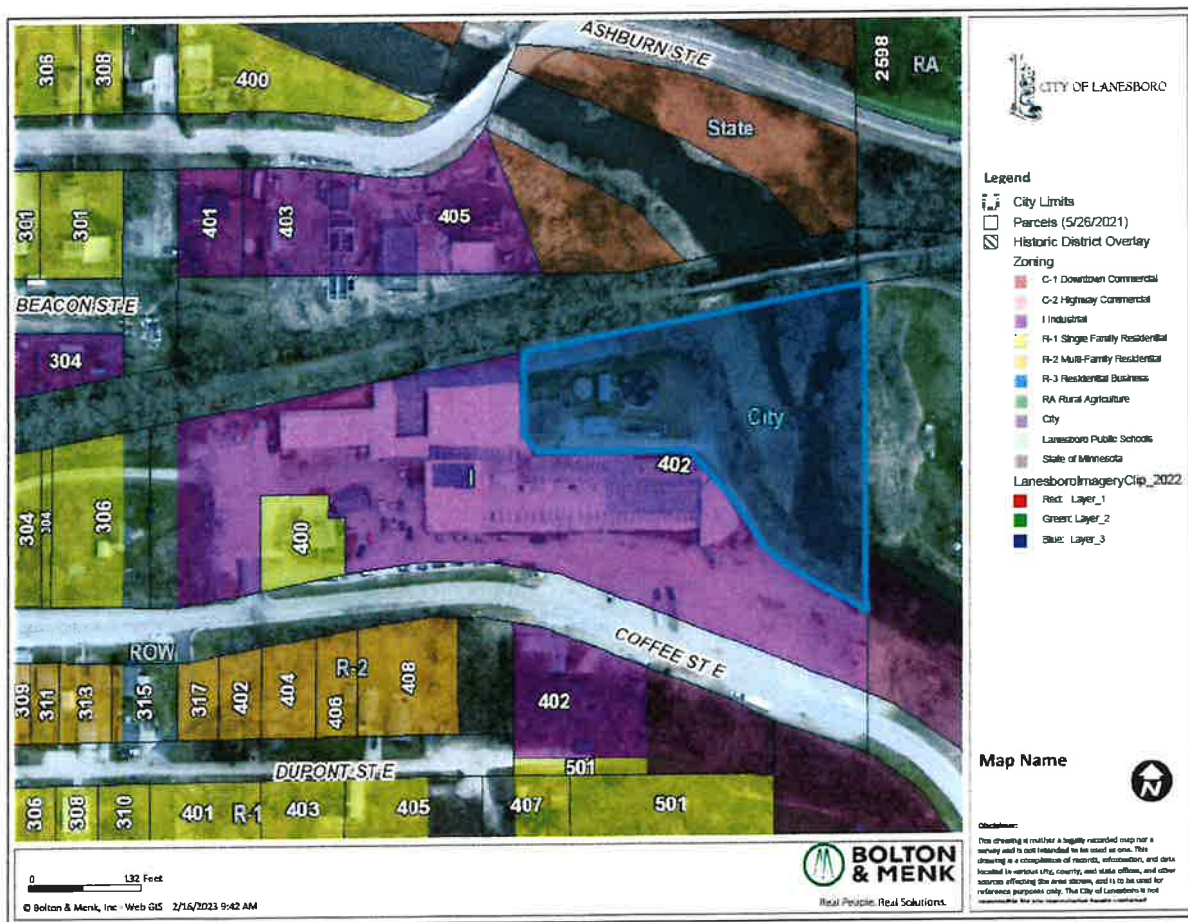
Complete Application accepted on : \_\_\_\_\_ (date).

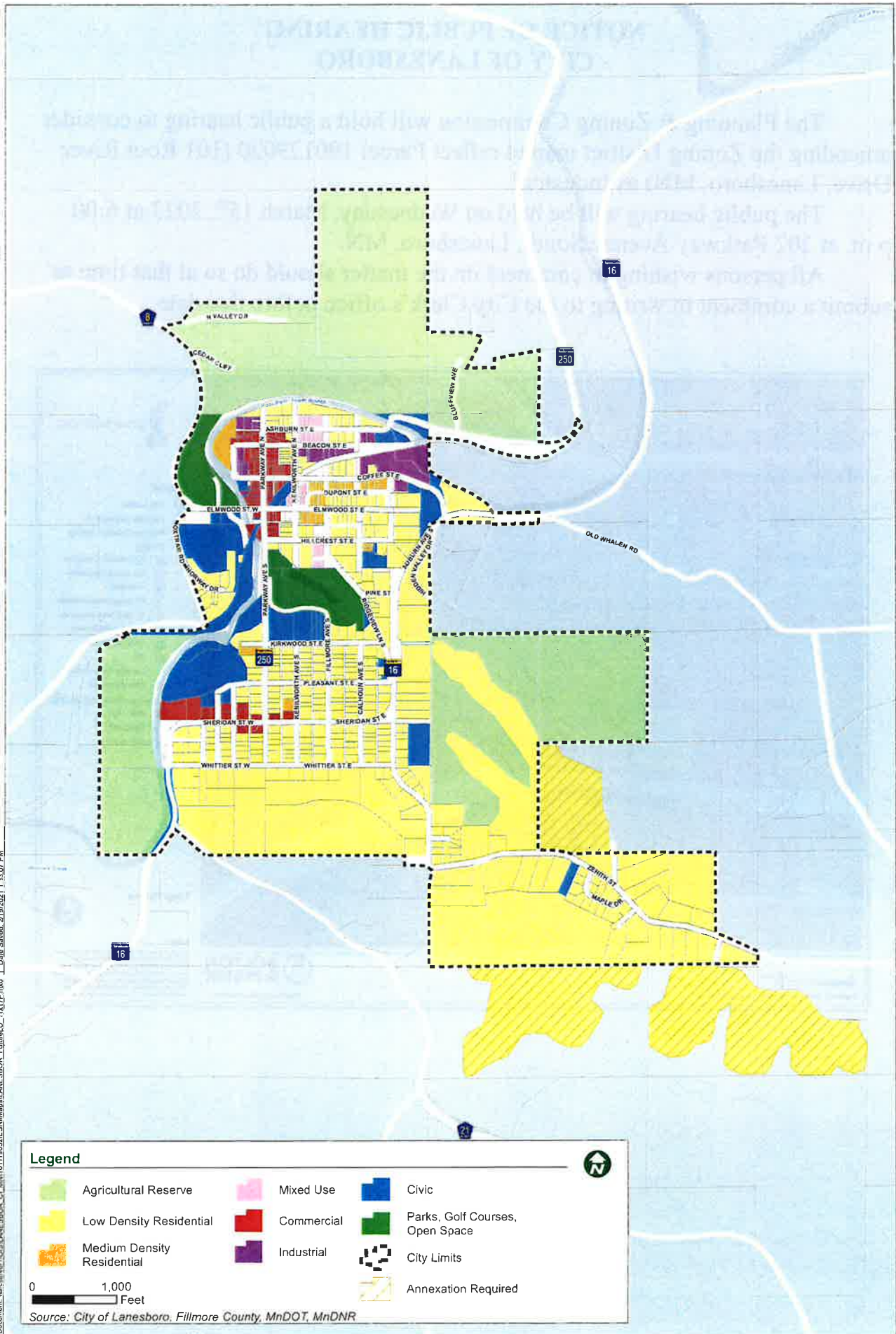
# NOTICE OF PUBLIC HEARING CITY OF LANESBORO

The Planning & Zoning Commission will hold a public hearing to consider amending the Zoning District map to reflect Parcel 190129020 (101 Root River Drive, Lanesboro, MN) as Industrial.

The public hearing will be held on Wednesday, March 15<sup>th</sup>, 2023 at 6:00 p.m. at 202 Parkway Avenue South, Lanesboro, MN.

All persons wishing to comment on the matter should do so at that time or submit a comment in writing to the City Clerk's office before that date.





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