



CONDITIONAL USE APPLICATION PROCESS

1. Applicant completes pre-application form.
2. Applicant schedules appointment with Angie Lipelt by contacting our office at 507-437-7718 to schedule an appointment, or email April at aprilg@co.mower.mn.us. This appointment takes approximately 1 hour.
3. Applicant completes packet that has the following information:
 - Findings of Fact
 - Frequently Asked Questions
 - Instructions
 - What happens after I submit my application
 - Public Hearing Calendar
4. Applicant returns the following information to our office
 - Findings of Fact
 - Map or concept of request
5. Staff will enter the application into Access and print an official application.
6. The completed application must be signed by all property owners and notarized. (We have a notary in office)
7. Application fee is due at time of application submittal. This fee is **non-refundable** no matter what the outcome of the request.

Fee Schedule

Zoning - Conditional Use Permit Application	\$600.00
Zoning - Conditional Use Permit Application - After the Fact	\$900.00

8. Recording fee (\$46) for the decision due at submittal

Pre-application for Conditional Use Permit or Variance

Owner : _____
(First Name, Last Name)

Owner : _____
Address City State Zip

Owner : _____
Phone number

Owner : _____
Email

Parcel ID: _____

Parcel Address: _____

Parcel Legal: _____

Proposed request: _____

Call our office at 507-437-7718 to schedule an appointment, or email April at aprilq@co.mower.mn.us

During this appointment (approximately 1 hour of time) we will go through the application information.