



**City of Le Sueur, MN**  
**Comprehensive Plan Amendment Application**  
**\$500 Application Fee**  
**\$1,000 Escrow**

This application is subject to review and acceptance by the City of Le Sueur. Applications will be processed only if all required items are submitted and the document has been signed by the owner/applicant.

APPLICANT INFORMATION	
Name:	
Street Address:	City/State/Zip:
Phone:	Email:
DEVELOPER INFORMATION	
Name:	
Street Address:	City/State/Zip:
Phone:	Email:

COMPREHENSIVE PLAN AMENDMENT REQUEST				
<b>Identify the type of amendment requested (check all that apply):</b> <input type="checkbox"/> Text <input type="checkbox"/> Land Use <input type="checkbox"/> Other? _____				
PROPERTY INFORMATION				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">Site Address:</td> <td style="width: 50%; padding: 5px;">PID #:</td> </tr> <tr> <td style="padding: 5px;">Current Designation:</td> <td style="padding: 5px;">Proposed Designation:</td> </tr> </table>	Site Address:	PID #:	Current Designation:	Proposed Designation:
Site Address:	PID #:			
Current Designation:	Proposed Designation:			
<b>Identify All Adjacent Land Uses:</b>				
<b>Is this site served with Utilities (check all that apply):</b> <input type="checkbox"/> Water <input type="checkbox"/> Sewer <input type="checkbox"/> Electric <input type="checkbox"/> Other? _____				

**THE FOLLOWING INFORMATION IS REQUIRED FOR A COMPREHENSIVE PLAN LAND USE AMENDMENT:**

**SUBMITTAL CHECKLIST:**

1. \_\_\_\_ Location map showing existing conditions of the property and adjacent land uses.  
*\*Note that property owners within 350 feet of the subject parcel will be notified of the requested Comprehensive Plan change prior to the Planning Commission Public Hearing.*
2. \_\_\_\_ Complete legal description of the property.

\*Continued on the next page

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3. \_\_\_\_ A written narrative explaining the proposed Comprehensive Plan Amendment and the requested change to the Comprehensive Plan, along with information supporting why the changes is requested, including:
- a) Reference the section of the Comprehensive plan in your narrative that you're requesting be amended.
  - b) Any new information that has become available since the Comprehensive Plan was adopted that supports revision of the plan.
  - c) If the amendment affects a site, whether or not the change is needed to allow reasonable development of this site.
  - d) The relationship of the proposed amendment to the supply and demand for particular land uses with the City.
  - e) The possible impacts to infrastructure, such as sewer, water, storm water drainage and water quality, transportation, and parks and open space.
  - f) If the proposed change is related to an increase in density designated by the Comprehensive Plan Land Use Plan, provide in the number of units and total acreage proposed for the density of development.

**NOTES TO APPLICANT**

*I hereby acknowledge the following:*

*By signing this application form, I agree that all fees and expenses incurred by the City for the processing of this application, including costs for professional services, are the responsibility of the property owner to be paid immediately upon receipt or the City may approve a special assessment for which the property owner specifically agrees to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes 366.012 as amended. All fees and expenses are due whether the application is approved or denied or withdrawn. Escrow fees may also be collected but by may not cover actual expenses; any additional fees will be billed.*

*I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge. I further understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.*

Applicant(s) \_\_\_\_\_ Date: \_\_\_\_\_

Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_