



# Town of Gnesen

## CONDITIONAL USE PERMIT APPLICATION

6356 Howard Gnesen Road  
Duluth, MN 55803  
218-721-3158

**WHAT IS A CONDITIONAL USE?** A land use or development which would not generally be appropriate without restriction throughout the zoning district but which, if controlled as to number, area, size, location, or relation to neighborhood, and as to compatibility with the Town of Gnesen Comprehensive plan, would not be injurious to the public health, safety, order, comfort, appearance, prosperity or general welfare. A conditional use permit (CUP) shall be deemed expired if the use for which the permit was issued is not established within one year of the date of issuance of the conditional use permit, unless a longer time period is approved by the Gnesen Board of Supervisors.

**WHEN IS A CUP NECESSARY?** A CUP is necessary as noted in Ordinance #10 Section 10.08 Zone District Land Use Regulations.

**CAN ANYONE GET A CUP?** No. Since by definition a conditional use is a special use not generally appropriate within the zoning district, the applicant bears the burden of demonstrating a right to the permit by making such showing. Absent such showing, the Planning and Zoning Commission shall recommend denial of any application.

**WHO DECIDES IF I WILL GET A CUP?** The decision is made at a public hearing, on whether the applicant has demonstrated that all the standards and criteria in Ordinance #10 will be satisfied, by the Gnesen Board of Supervisors with the recommendation of the Planning and Zoning Commission. The information provided by the applicant, public comment, staff site visit, report, and recommendation, all help the Board determine if the requirements will be satisfied.

**APPLICATION AND SKETCH:** Please fill out the Conditional Use Permit Application thoroughly. A neat sketch that is generally to scale, and shows all of the physical characteristics of your property is especially important. Examples of the physical characteristics we need to see are: accurate property dimensions and shape, accurate shoreline alignment, road centerline and right-of-way, all existing and proposed structures with dimensions, septic system, wells, driveways, vegetation, steep slopes, topographic alteration, wetlands, etc...

### **RETURN APPLICATION AND FEE TO THE FOLLOWING LOCATION:**

Gnesen Town Hall  
6356 Howard Gnesen Road  
Duluth, Minnesota 55803

# APPLICATION FOR CONDITIONAL USE PERMIT

Permit#

Please carefully complete (PRINT) this application according to the instructions. Failure to fill in all of the required information may result in a delay of processing your application. A fee of \$ \_\_\_\_\_ (please see fee schedule on our website Gnesen.org)\_must accompany this application. Please make checks payable to Town of Gnesen. An additional fee will be billed for any costs incurred by the town.

## APPLICANT DATA

Name of Applicant: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_  
Phone Number: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_  
Site Address: \_\_\_\_\_  
Primary Access Road: \_\_\_\_\_

## PROPERTY DATA

Please print out the entire legal description, or attach a photocopy. The legal description can be found on the deed, abstract or property tax statement.

Legal Description: \_\_\_\_\_  
\_\_\_\_\_

Parcel Code: \_\_\_\_\_ Section # \_\_\_\_\_ Township # \_\_\_\_\_ Range # \_\_\_\_\_

Shoreland Frontage? YES NO Name of Lake/River/Stream: \_\_\_\_\_

What is your lot width at the shoreline? \_\_\_\_\_ ft.

Property size: Width at building site \_\_\_\_\_ ft. Depth \_\_\_\_\_ ft. Acres \_\_\_\_\_

Ownership: Private \_\_\_\_\_ Public \_\_\_\_\_ Leased from: \_\_\_\_\_

List all existing structures and their dimensions: \_\_\_\_\_  
\_\_\_\_\_

Has there been any construction on your property since 1972? YES NO If yes, list. \_\_\_\_\_  
\_\_\_\_\_

Number of existing bedrooms: \_\_\_\_\_

## STRUCTURAL DATA

Proposed structure and/or use: \_\_\_\_\_

Total number of bedrooms after construction: \_\_\_\_\_ Height (ground level to roof peak): \_\_\_\_\_

Number of stories in structure: \_\_\_\_\_ If more than one please explain (i.e. Loft, walkout, etc.): \_\_\_\_\_

Proposed structure dimensions (Exterior Footprint): Width: \_\_\_\_\_ Length: \_\_\_\_\_ Square ft: \_\_\_\_\_

Type of foundation (slab, crawlspace, basement, etc.): \_\_\_\_\_

Structural setbacks: Side yard near: \_\_\_\_\_ Side yard far: \_\_\_\_\_  
(horizontal distance)

Road right of way: \_\_\_\_\_ Road centerline: \_\_\_\_\_

Shoreline setback: \_\_\_\_\_ Rear yard: \_\_\_\_\_

Will the proposed structure contain pressurized water? Yes \_\_\_\_\_ No \_\_\_\_\_

Have there been any Variances or Conditional Uses applied for on this parcel? Yes \_\_\_\_\_ No \_\_\_\_\_

Is there or will there be any commercial use of this property? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, explain: \_\_\_\_\_

Estimated construction cost: \$ \_\_\_\_\_

Contractor's name: \_\_\_\_\_

## SHORELAND DATA – IF APPLICABLE

Elevation of unaltered building site above lake, river, or stream: \_\_\_\_\_ ft.

Elevation of lowest floor or basement above lake, river, or stream: \_\_\_\_\_ ft.

What is the slope of your property? \_\_\_\_\_ %

Are you planning to remove any vegetation? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, explain: \_\_\_\_\_

Are you planning to do any grading or filling? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, explain: \_\_\_\_\_

## EXPLANATION OF PROPOSED USE

What use of the property are you proposing? Be specific: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Describe the existing use of the property: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Will your proposal generate an increased amount of traffic? (boat, snowmobile, truck, bus, car, etc.) Yes \_\_\_\_\_

No \_\_\_\_\_ If yes, explain: \_\_\_\_\_

How many people will occupy your premises on an average day? Employees \_\_\_\_\_ Customers \_\_\_\_\_

Will your proposal include water usage? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, how will the wastewater be treated or

disposed of? \_\_\_\_\_

Will your proposal generate any waste? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, describe your plan for disposal: \_\_\_\_\_

\_\_\_\_\_

Will your proposal include any activity that may be a nuisance or otherwise incompatible with your neighbors? Yes \_\_\_\_\_

No \_\_\_\_\_ If yes, explain: \_\_\_\_\_

Does your proposal include lighting that may be visible from roads or waterways? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes,

explain: \_\_\_\_\_

Does your proposal include any signage? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please list width, height, and location of

sign: \_\_\_\_\_

Does your proposal require parking and/or dockage? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please list the type and number

of spaces to be provided: \_\_\_\_\_

What are your long range plans for the property? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# ENVIRONMENTAL DATA

Does your property contain low areas, wetlands, or areas with standing water for more than two weeks between May 1 and September 15? YES \_\_\_\_\_ NO \_\_\_\_\_. If yes, do you intend to drain, fill or otherwise alter this area for any reason?

YES \_\_\_\_\_ NO \_\_\_\_\_? If yes, explain: \_\_\_\_\_

Type of septic system: \_\_\_\_\_ Permit Number: \_\_\_\_\_

(See instructions)

Year installed: \_\_\_\_\_

## ALL APPLICANTS MUST SIGN BELOW

I hereby certify that I am the owner or authorized agent of the owner of the above property and that all uses will conform to the provisions of Gnesen Township Officials controls. I further certify that I will comply with all conditions placed upon this permit should this application be approved. Intentional or unintentional falsification of this application or any attachments thereto will serve to make this application and resultant permit invalid. I also authorize Town staff to inspect the property during review of the application during reasonable time of day.

APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

### OFFICE USE ONLY

Land Use District	_____	Floodplain	YES	NO
Lake Name	_____	Field check	YES	NO
Shoreland district	_____	Wetlands present	YES	NO
Date approved	_____	Approved by	_____	
Receipt #	_____	Receipt date	_____	
Health Department authorization required	YES	NO	Additional fees \$	_____
Performance standards attached	YES	NO	Additional fees receipt #	_____

Comments: \_\_\_\_\_

PLEASE RETURN THIS APPLICATION TO:

Gnesen Town Hall  
6356 Howard Gnesen Road  
Duluth, Minnesota 55803

# Site Sketch Form

The Sketch is to graphically illustrate your proposed project(s)

## Draw and Label on Sketch (in feet)

- All Structures on the Property and Dimensions
- All Driveways, Access Roads, and Wetlands
- All Proposed Structures and Dimensions

- Distance of Proposed Structures to Shoreline (Closest Point)
- Distance of Proposed Structures to Septic System and Tank
- Distance of Proposed Structures to Property Lines
- Distance of Proposed Structures to Road Centerline and Right-of Ways

You may submit your own site sketch **IF it has the required information indicated above.**

**Sanitary Review:** (To be determined by appropriate sanitary authority.)

Will the proposal, as shown below, negatively impact the SSTS/sanitary line or replacement area?  Yes  No

**Sign off:**

Signature \_\_\_\_\_ Title \_\_\_\_\_


