



CITY OF EDEN PRAIRIE

Conditional Use Permit Application 2020

TYPE OF CONDITIONAL USE PERMIT REQUESTED	Historic Properties: Check _____	Wireless Support Structures: Check _____ <small>** Application good for up to 15 sites</small>		
CONDITIONAL USE PERMIT LOCATION	Address: _____ City/State/Zip: _____ <small>** add additional address(s) for wireless support structures on separate sheet</small>			
APPLICANT INFORMATION	Name: _____ Address: _____ City/State/Zip: _____ Phone: _____ Fax: _____ E-Mail: _____			
FEE OWNER INFORMATION	Name: _____ Address: _____ City/State/Zip: _____ Phone: _____ Fax: _____ E-Mail: _____			
FEES	Application Fee Development Deposit	\$ 570.00 \$4,800.00	TOTAL AMOUNT DUE	\$
REQUIRED SIGNATURES	_____ Applicant _____ Date _____ Fee Owner _____ Date			
Received By				
Date				
Receipt Info.				

INSTRUCTIONS FOR PRE-APPLICATION AND APPLICATION

Pre-Application Process

In order to streamline the Conditional Use Permit (CUP) process, please schedule a meeting with a City Planner prior to submitting an application to discuss your request. The Planning Department phone number is 952-949-8485. Discussion items may include details of the proposed CUP; additional information needed by City Staff; and provide education about the CUP process.

Application process

1. Check the appropriate CUP applying for- **Historic properties** or **Wireless Support Structure**.
2. When application is received, staff will provide written comments upon completion of review. The City has 15 working days to respond to the application and determine if it is complete or incomplete. If revisions are necessary, scheduling of a public hearing at the Heritage Preservation Commission, Planning Commission and/or City Council will occur upon satisfactory completion of the revisions addressing staff comments.
3. Once revised materials or documents necessary to move forward to the Heritage Preservation Commission (if applicable), Planning Commission and City Council are satisfied, the CUP will be scheduled for the appropriate Public Hearing.
4. The applicant will receive a copy of the staff report prior to any Public Hearings.

Materials to be included with Application

1. Provide a narrative explaining the proposed Conditional Use (CUP).
2. Refer to City Code Chapter 11, Section 11.41 for Historic Properties CUP.
3. Refer to City Code Chapter 6, Section 6.06; City Code Chapter 11, Sections 11.06 and 11.41 for Wireless Support Structures.
4. If the CUP is on private property, Provide an up-to-date **certified Abstract of Title** or **Registered Property Report** on such other evidence as the City Attorney may require showing title or control in the applicant.
5. Plans