



**General Conditional Use Permit / Interim Use Permit Application**

Dodge County Environmental Services  
721 Main St N, Dept. 123  
Mantorville MN 55955

Phone 507-635-6272  
[www.co.dodge.mn.us](http://www.co.dodge.mn.us)

**Application Fee \$ 500.00**

**Recorder Fee \$ 46.00**

**\*\*Separate payments needed**

Date Received \_\_\_\_\_  
Received By \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Property Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

*Signature of this application authorizes Environmental Services Staff to enter the property to perform needed inspections.*

Property Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Parcel I.D. Number \_\_\_\_\_ Township \_\_\_\_\_ Section \_\_\_\_\_

Legal Description \_\_\_\_\_ # of acres \_\_\_\_\_

**REQUEST INFORMATION**

CUP/IUP request under Chapter \_\_\_\_\_, Section \_\_\_\_\_

Chapter 16 Performance Standards for Use: Section(s) \_\_\_\_\_

Chapter 17 Development Standards: Sections (s) \_\_\_\_\_

Subject to Shoreland (Ch 14)  Subject to Floodplain (Ch 15)  Subject to SSTS (Ch 21)

Are there currently any unresolved zoning or public nuisance violations on site?

**OTHER LOCAL, STATE, OR FEDERAL PERMITS/APPROVALS/LICENSES REQUIRED**

Local \_\_\_\_\_ State \_\_\_\_\_ Federal \_\_\_\_\_

**GENERAL INFORMATION FOR A CONDITIONAL USE PERMIT/INTERIM USE PERMIT:**

- A detailed written description and reason for the request.
- A general location map and description of land uses within 1000 feet of the property line. The use of structures shall be identified on the map.
- Detailed Site Map Showing Property Lines with Location of:
  - Existing dwellings and other onsite accessory buildings or structures
  - Septic System and Support area
  - Well(s)
  - Access drives
  - Rivers, wetlands, streams or other similar features
  - Any proposed dwellings, accessory buildings or other structures or features proposed for the use.
- Please provide a copy of your legal description or survey with this document. If you do not have a copy of your legal description a copy may be found in the Records office for a fee
- Other information when requested by the Department to determine if CUP/IUP criteria can be met

**REQUIRED ATTACHMENTS (WHEN APPLICABLE)**

- Specific application for the proposed use and all supporting documentation
- Business Plan including a plan to address nuisance complaints (See Template for assistance)
- Transportation Plan (parking, on-site circulation, loading, access, volume and type of traffic generated, local traffic routes utilized, etc...)
- Agricultural Covenant
- Any required easement agreements (access, well, septic, etc...)

**CRITERIA FOR GRANTING A CONDITIONAL USE PERMIT/INTERIM USE PERMIT REQUEST:**

Listed below are the criteria for granting a Conditional Use Permit or Interim Use Permit request under the Dodge County Ordinance. CUPs and IUPs may be approved by the County Board, upon a showing by the applicant that the use or development conforms to the comprehensive land use plan of the County and is compatible with the existing neighborhood.

**DODGE COUNTY ZONING ORDINANCE SECTION 18.13.8:**

- I. The establishment, maintenance or operation will not be detrimental to or endanger the public health, safety, or general welfare;
- II. The proposed use will be able to meet the standards of this Ordinance or any other applicable County Ordinance and is not contrary to established standards, regulations or ordinances of other governmental agencies;
- III. Each structure or improvement is so designed and constructed that it is not unsightly, undesirable or obnoxious in appearance to the extent that it will hinder the orderly and harmonious development of the County and the use district wherein proposed;
- IV. The proposed use is compatible with adjacent uses of land. The use shall not be substantially injurious to the permitted uses nor unduly restrict the enjoyment of other property in the

Immediate vicinity. This includes whether the applicant has ensured adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise, and vibration, so that none of these will constitute a nuisance, and to control signs and other lights in such a manner that no disturbance to neighboring properties will result.

- V. The proposed use shall not substantially diminish and impair property values within the area;
- VI. The establishment of the use will not impede the orderly and normal development and improvement of the surrounding properties for uses permitted in the Zoning District;
- VII. The proposed use will not have a detrimental effect on existing parks, schools, roads and other public facilities;
- VIII. Adequate water supply and sewage disposal facilities are provided and in accordance with the Minnesota Department of Health and Chapter 21 of the Dodge County Zoning Ordinance, or successor;
- IX. That existing groundwater, surface water, air quality, aggregate resources, rare features, native plant communities, and designated Wildlife Action Network areas are, or will be adequately protected from the use and/or future onsite structures;
- X. Adequate utilities, access roads, on-site parking, on-site loading and unloading berths and drainage have been or will be provided;
- XI. Adequate measures have been taken to provide ingress and egress so designed as to minimize traffic congestion on public roads;

**For Office Use Only**

Date Rcvd \_\_\_\_\_ 15 business \_\_\_\_\_ 60 days \_\_\_\_\_ 120 days \_\_\_\_\_

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