



**CITY OF MORA**  
 101 Lake Street South  
 Mora, MN 55051-1588

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## Land Use Application

Type of Request	Fee
<input type="checkbox"/> Variance *	\$300
<input type="checkbox"/> Conditional Use Permit (CUP) *	\$300
<input type="checkbox"/> Interim Use Permit (IUP) *	\$300
<input type="checkbox"/> CUP or IUP Amendment	\$300
<input type="checkbox"/> Minor Subdivision	\$200
<input type="checkbox"/> Text Amendment and Map Amendment	\$300
<input type="checkbox"/> Rezoning *	\$325
<input type="checkbox"/> PUD Concept Plan Review	\$100
<input type="checkbox"/> Public R-O-W or Easement Vacation	\$275
<input type="checkbox"/> Well and/or Septic Exemption Permit	\$250
<input type="checkbox"/> Preliminary Plat / PUD General Development Plan *	\$400 plus \$10/lot and \$3,000 deposit
<input type="checkbox"/> Final Plat / PUD Final Development Plan	\$350
<input type="checkbox"/> Other _____	\$ _____

\* For those requests followed by an asterisk (\*), the applicant **MUST** provide a list of property owner names and mailing addresses within 350 feet of the subject property(ies). It is highly recommended that the list be obtained from the Kanabec County Assessor's Office. Allow 10 days for the list to be processed.

In addition to the application fees and deposits listed above, the applicant is responsible for actual costs of outside consulting services incurred by the City of Mora during the review of this land use request, including but not limited to legal and engineering services.

### Subject Property Information

Street Address \_\_\_\_\_

Legal Description Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_

*If the property has a metes and bounds description, attach a copy of the full legal description.*

Current Zoning \_\_\_\_\_ Current Use \_\_\_\_\_

Parcel Identification Number (PID) \_\_\_\_\_

Property Owner Name(s) \_\_\_\_\_

Property Owner Phone Number (daytime) \_\_\_\_\_

Property Owner Mailing Address \_\_\_\_\_

Property Owner Email Address \_\_\_\_\_

**Applicant Information (only if different from Property Owner)**

Applicant Name(s)\_\_\_\_\_

Applicant Phone Number (daytime)\_\_\_\_\_

Applicant Mailing Address\_\_\_\_\_

Applicant Email Address\_\_\_\_\_

Important: *The Property Owner MUST sign the application or provide written authorization.*

**Description of Land Use Request (attach additional pages if necessary)**

**Notes to Applicant**

- A site plan may be required with this application. The following information is required on the site plan and the city may require additional information as necessary to process the application: north arrow, adjacent street names, all property and structure dimensions, property or subject site acreage, location of existing and proposed structures, and setbacks of all structures from property boundaries.
- A survey may be required with this application. The survey must be prepared by a Registered Land Surveyor. In the case of a Minor Subdivision request, the survey must show the original parcel boundaries, the proposed parcel boundaries, and the proposed legal descriptions of all parcels involved in the request.
- The Community Development Director shall determine if the application and required application materials are complete within 15 days of application submittal. Applications will not be processed until they are considered complete.

*I hereby certify that the above information and accompanying documents are true and correct to the best of my knowledge.*

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

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

**FOR CITY USE ONLY**

Date Application Received	_____
Date Fee Paid	_____
Date Application Considered Complete	_____
60-Day Review Deadline	_____
120-Day Review Deadline	_____