



1685 CROSSTOWN BOULEVARD N.W. • ANDOVER, MINNESOTA 55304 • (763) 755-5100
FAX (763) 755-8923 • WWW.ANDOVERMN.GOV

REZONING APPLICATION

Property Address _____

Legal Description of Property (if legal is lengthy, please attach a separate page):

Lot _____ Block _____ Addition _____

PIN: _____

(If metes and bounds, attach the complete legal description)

Note: If legal description is not provided, the application will not be considered complete.

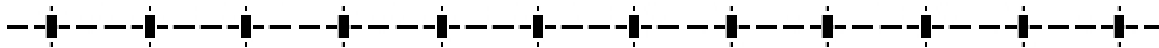
Is the property Abstract or Torrens: (To verify call the Anoka County Office at (763) 323-5400 with the property PIN number).

Abstract _____ Torrens _____

Reason for Request _____

Current Zoning _____ Requested Zoning _____

Land Use District _____



Name of Applicant _____

Address _____ Email _____

City _____ State _____ Zip _____

Home Phone _____ Business Phone _____

Signature _____ Date _____

**REZONING
PAGE 2**

Property Owner (Fee Owner) _____
(If different from above)

Address _____ Email _____

City _____ State _____ Zip _____

Home Phone _____ Business Phone _____

Signature _____ Date _____

The following information shall be submitted prior to review by the City of Andover:

1. A complete application and fee.
2. A letter summarizing the request.
3. A scaled drawing of the property and structures affected showing:
 - a. Scale
 - b. North arrow
 - c. Dimensions of the property and structures
 - d. Front, side, and rear yard building setbacks
 - e. Adjacent streets
 - f. Location and use of existing structures within 100 feet
4. The names and addresses of all property owners within 350 feet of the subject property.

Application Fee: \$350.00 includes mailing labels

Public Notification Sign: \$30.00

Total: \$380.00

Date Paid _____ Receipt # _____

60 Day date _____ 120 Day date _____

Reason for Request

1. Zoning designation was wrong.
2. Times and conditions have changed.

**** Burden of proof is upon the applicant.**

CRITERIA FOR GRANTING A REZONING REQUEST

In granting a Rezoning Request, the City Council shall consider the advice and recommendation of the Planning and Zoning Commission and:

1. The effect of the proposed use upon the health, safety, morals and general welfare of occupants of surrounding lands.
2. Existing and anticipated traffic conditions including parking facilities on adjacent streets and lands.
3. The effect on values of property and scenic views in the surrounding area.
4. The effect of the proposed use on the Comprehensive Plan.

**** Zoning must be in conformance to the Comprehensive Plan. If not, a Comprehensive Plan Amendment is needed.**

Note: The following is information that all applicants should read and understand.

Rezoning Request Process

- A Public Hearing notice will be sent out to all property owners and residents within 350' feet of the proposed property.
- A sign stating "Proposed Land Use Change" will be placed on the property to be rezoned in order to inform interested residents (for Public Hearing information please call the informational hotline at (763) 767-5126).
- City staff will conduct a site inspection and photograph the property.
- A staff report is prepared on the Friday before the City Council meeting. The report can be obtained by calling City Hall (763) 755-5100.
- A Public Hearing is held at the Planning and Zoning Commission Meetings. Questions may be addressed to the applicant from the Commission or the public.
- **IT IS IMPORTANT THAT THE APPLICANT ATTEND THE PLANNING AND ZONING MEETING(S).**
- The Planning and Zoning Commission either votes to forward the item to the City Council with a recommendation of approval or denial, or table the item in order to obtain further information.

- The item is placed on the City Council agenda as either a discussion or non-discussion item.
- The City Council will either approve, deny, or table the request.
- The Zoning Map will be amended to reflect the proposed change.