



**Dakota County Environmental Management**

14955 Galaxie Avenue  
Apple Valley MN 55124  
Ph: 952-891-7000 Fax: 952-891-7031

**CONDITIONAL USE PERMIT APPLICATION**

For a list of conditional uses in designated shoreland and/or floodplain, please see Tables 3 & 4 in County Shoreland Ordinance 50.

A conditional use permit application requires a public hearing before the Planning Commission. **Attendance by the applicant is required.** If you have any questions during this process please call the Environmental Resources Department at 952.891.7024

Conditional use permits may only be granted in accordance with Minn. Stat. Ch. 394 and this ordinance. A conditional use permit shall not circumvent the general purposes and intent of this ordinance. No conditional use permit may be granted that would allow any use that is prohibited in the zoning district in which the subject property is located.

When a development proposal requires both a conditional use permit and a variance, the conditional use permit must be applied for and received prior to making the variance request.

**Conditional Use Permit Application Procedure**

1. Submit a complete application, site plan, and permit fee of \$1033.
2. Conditional use permit requests are reviewed by the Environmental Resources Department. If necessary, staff may conduct an on-site inspection. You will be notified when your application has been received and reviewed, and a public hearing date has been scheduled.
3. Environmental Resources Department will notify property owners within ¼ mile of the site, of the public hearing date. Township supervisors, municipalities within 2 miles, and the Department of Natural Resources will also be notified.
4. A public hearing will be conducted at the planning Commissions regularly scheduled meeting. Within 60 days from the hearing, the Planning Commission's recommendations will be brought before the County Board. Petitioners will be notified if the permit is granted or denied.

**Shoreland Evaluation Criteria**

1. The prevention of soil erosion or other possible pollution of public waters both during and after construction.
2. The visibility of structures and other facilities as viewed from public waters is limited.
3. The site is adequate for water supply and on-site sewage treatment.
4. If applicable, the types, uses and number of watercraft that the project will generate are compatible in relation to the suitability of public waters to safely accommodate these watercraft.
5. The impact of the proposed use with existing and anticipated development of the adjacent lands will not adversely affect existing permitted uses, unduly restrict enjoyment of surrounding property owners, or have a major negative impact on scenic views and surrounding land values.
6. The use is not contrary to established standards, regulations or ordinances of other governmental agencies.

**Floodplain Evaluation Criteria:**

1. The danger to life and property due to increased flood heights or velocities caused by encroachments.
2. The danger that materials may be swept onto other lands or downstream to the injury of others or they may block bridges, culverts or other hydraulic structures.
3. The proposed water supply and sanitation systems and the ability of these systems to prevent disease, contamination and unsanitary conditions.
4. The susceptibility of the proposed facilities and its contents to flood damage and the effect of such damage on the individual owner.
5. The importance of the services provided by the proposed facility to the community.
6. The requirements of the facilities for a waterfront location.
7. The availability of alternative locations not subject to flooding for the proposed use.
8. The compatibility of the proposed use with existing development and development anticipated in the foreseeable future.
9. The relationship of the proposed use to the comprehensive plan and floodplain management program for the area.
10. The safety of access to the property in times of flood for ordinary and emergency vehicles
11. The expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters expected at the site.
12. Such other factors which are relevant to the purpose of this ordinance.

**Applicant Information**

Property Owner Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

City/Zip \_\_\_\_\_ Parcel ID(s): \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Lake, River or Tributary \_\_\_\_\_

Is the proposed project in or near a floodplain?  Yes  No

**Contractor Information**

Contractor: \_\_\_\_\_  
Name Address License # (if applicable)

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Describe the current use of the site: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Describe the purpose or intent of your conditional use permit request. Use additional paper if necessary.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

This permit requires that all land disturbing activities be completed in compliance with the applicable requirements of the GENERAL PERMIT TO DISCHARGE STORM WATER ASSOCIATED WITH CONSTRUCTION ACTIVITY UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM/STATE DISPOSAL SYSTEM PERMIT PROGRAM Permit No: MN R100001.

Shoreland Best Management Practices (BMP's) should be used to help protect a site. Describe measures that will be utilized to prevent erosion, siltation, or contamination to the affected water body or bodies. \_\_\_\_\_  
 \_\_\_\_\_

If the proposed conditional use is within the Vermillion River Watershed, approval from the Watershed is required before the public hearing.

Dakota County must receive acknowledgement from the township that a permit has been approved by the township or is not necessary.

A 24-hour notice is required for any inspection.

Check or money orders should be made payable to: DAKOTA COUNTY TREASURER. To make a credit card payment, please call 952.891.7110.

*I hereby certify that the information provided is correct and agree to have the proposed work done in strict accordance with the description given and according to the provisions of the Dakota County Ordinance 50. I further agree that any plans and specifications submitted are part of this permit application. I also understand that Dakota County takes no responsibility for the proper design of the project. I accept all responsibility for the design of the project and for all damages resulting from the failure of the project due to improper design, and understand that false or misleading information may be grounds for invalidating this permit. I understand that this permit is valid for a period of one year from the date of issuance.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Office Use Only:**

Permit #: \_\_\_\_\_  
 Check #: \_\_\_\_\_  
 Amount: \_\_\_\_\_  
 Approved by: \_\_\_\_\_