

**APPLICATION FOR CONDITIONAL USE PERMIT  
CITY OF MERRILL**

DATE \_\_\_\_\_

APPLICANT'S NAME: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

PROPERTY OWNER'S NAME: \_\_\_\_\_

TAX ROLL#: 34- \_\_\_\_\_ PIN #: 251- \_\_\_\_\_

EXISTING USE: \_\_\_\_\_

PROPOSED USE: \_\_\_\_\_

REASON FOR REQUESTING A USE PERMIT CHANGE: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**PLEASE PROVIDE A SEPARATE ATTACHMENT WITH A RESPONSE  
TO EACH OF THE FOLLOWING ITEMS**

(Required per Section 113-100 of the Zoning Code)

1. A statement, in writing by applicant, that describes how the proposed conditional use(s) shall conform to the standards set forth in Section 113-103 hereinafter.
  - a) The establishment, maintenance or operation of the conditional use will not be detrimental or endanger public health, safety, morals, comfort or general welfare.
  - b) That the uses, values, and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with use of adjacent land (describe mitigating features to be part of the operations of the proposed use).
  - c) Describe how the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the Zoning District.
  - d) Describe if adequate utilities, access roads, drainage, and other required site improvements have been or will be provided.
  - e) Describe what adequate measures have been taken to provide ingress and egress and how designed as to minimize traffic congestion in public streets.

- f) Explain how the conditional use shall conform to all applicable regulations of the district in which it is located.
  - g) Explain how the conditional use will not violate flood plain regulations governing the site.
  - h) That when applying the above standards to any new construction or placing an addition on an existing building, the Plan Commission and Common Council shall bear in mind the statement of purposes for the zoning district such that the proposed building or addition at the proposed location, does not defeat the purpose and objective or the Zoning District.
  - i) In addition to passing the Conditional use Permit, the Plan Commission and Common Council shall also evaluate the effect of the proposed use upon:
    - I) The maintenance of safe and healthful conditions;
    - II) The prevention of water pollution including sedimentation;
    - III) Existing topography, drainage features and vegetative cover on the site;
    - IV) The location of the site with respect to floodplains and floodways of rivers and streams;
    - V) The erosion potential of the site based upon the degree and direction of slope, soil type, and vegetative cover;
    - VI) The location of the site with respect to existing or future access roads;
    - VII) The need of the proposed use for a shoreline location;
    - VIII) The compatibility with uses on adjacent land;
    - IX) The amount of liquid waste to be generated and the adequacy of the proposed disposal system.
2. Include the Names and Addresses of the architect, professional engineer, and contractor (if appropriate), and all property owners of record within 100 feet of the applicant. Note: Zoning Administrator will provide list of property owners to be included in the submittal.
  3. Description of the subject site by lot, block, and recorded subdivision or by metes and bounds description address of the subject site; type of structure; proposed operation or use of the structure of site; number of employees and the Zoning District within which the subject site lies.
  4. Plat of Survey prepared by a registered land surveyor showing property lines, buildings, improvements, landscaping, and all of the information required for a building permit.
  5. Additional information as may be required by the Plan Commission of Common Council, or Officers of the City.
  6. A fee of \$175.00 must accompany the application.

The information submitted with this application is true and accurate to the best of my knowledge and belief.

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Signature of Applicant

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