

Date Received: _____
Received By: _____
Permit #: _____



651-747-3900
3800 Laverne Avenue North
Lake Elmo, MN 55042

CERTIFICATE OF ZONING COMPLIANCE

Applicant: _____
Address: _____
Phone #: _____
Email Address: _____ Parcel ID: _____

PLEASE CHECK ONE*

<input type="checkbox"/> New or change of use classification within an existing building or structure (use separate sheet of paper if necessary): Existing Use: _____ Proposed Use: _____
<input type="checkbox"/> Addition, removal or change in parking or other on-site improvements.
<input type="checkbox"/> Structural change not requiring a building permit.
<input type="checkbox"/> Accessory structure under 200 square feet: Please provide a scaled drawing detailing size, location, and setbacks from property lines of proposed structure as well as size and location of other structures on property and impervious surface calculations.
<input type="checkbox"/> Home Occupations: Please provide a narrative that details nature of business, amount and type of stock in trade stored on the premises, signage, number of employees, amount of parking spaces required during hours of operation, and hours of operation.
<input type="checkbox"/> Antenna (amateur radio antennas and wireless communications facilities that meet the criteria for administrative review in 150.111.): Please provide size, location, and height of structure.
<input type="checkbox"/> Stormwater management activities and structures not authorized as part of an approved building permit: Please provide location; grading information; basin and pond depth to HWL, pool depth and length-to-width ratio, side slope, and other information deemed necessary (see City of Lake Elmo Engineering Design Standards).

***Fences six feet in height or less; swimming pools; and driveways not authorized as part of an approved building permit should be applied for with separate applications. Please fill out the appropriate application and submit.**

I certify that the above information is true and correct. I understand the certificate of zoning compliance is a zoning permit that is intended as a means of administratively reviewing a new use, or change in use.

I understand that where a certificate of zoning compliance use has been established and is discontinued for any reason for a period of one (1) year or longer, the certificate of zoning compliance shall become null and void.

Signature of applicant: _____ Date: _____

City Use Only

Planning: Zoning District: _____
Reviewed by: _____ Date: _____
Subject to the following conditions: _____
