

## REZONING SUMMARY APPLICATION CHECKLIST

Community Development Department  
3400 Plymouth Boulevard  
Plymouth, MN 55447  
(763)509-5450  
FAX (763) 509-5407

**APPLICATIONS WILL BE PROCESSED ONLY IF ALL REQUIRED ITEMS ARE SUBMITTED**  
(For a complete list of required materials refer to Section 21010 of the Plymouth Zoning Ordinance)

_____	<p><b>DIGITAL VERSION AND ONE ASSEMBLED PAPER SET</b> (maximum size – 24" x 36") at a scale not exceeding 1" = 50' of the following:</p> <p><b>ACCURATE CERTIFIED SURVEY</b> showing existing conditions and the complete legal description of all parcels proposed to be rezoned.</p> <p><b>LOCATION/AREA MAP</b> at a scale of 1 inch = 200 feet, showing existing conditions within 500 feet of the subject property.</p>
_____	<p><b>DIGITAL VERSION OF A DESCRIPTION</b> explaining the proposed amendment, the reason for the request, and describing how the proposed amendment conforms to the following factors as set forth in Section 21010 of the Plymouth Zoning Ordinance:</p> <ol style="list-style-type: none"> <li>1. The proposal shall be consistent with the specific policies and provisions of the Plymouth Comprehensive Plan, including the public facilities and capital improvement plans.</li> <li>2. The proposed action shall meet the purpose and intent of the ordinance.</li> <li>3. Adequate infrastructure shall be available to serve the proposed action.</li> <li>4. Adequate buffer or transition shall be provided between potentially incompatible districts (if applicable).</li> </ol>
_____	<p><b>COMPLETED APPLICATION FORM</b>, signed by the property fee owner(s).</p>
_____	<p><b>APPLICATION FEE</b> (check or cash) payable to the City of Plymouth.</p> <p>\$700 <b>plus</b> an additional \$165 fee for a development sign on one street frontage and \$50 per sign for each additional street frontage. <i>The fee for staff-prepared mailing labels is included in the application fee.</i></p>

Additional information may be requested concerning operational factors or to retain expert testimony with the consent and at the expense of the applicant as necessary to establish performance conditions in relation to all pertinent sections of the zoning ordinance.