Community and Economic Development Department
3400 Plymouth Blvd
Plymouth, MN 55447
(763) 509-5450

Zoning Ordinance Text Amendment Application Checklist

Please submit digital copies of the following via email to planning@plymouthmn.gov to submit your application. Applications will be processed once all items on this checklist are submitted.

Requirements

- **Completed Planning and Zoning Application Form**, signed by the property owner.
- **Accurate Certified Survey** showing the proposal, drawn to scale, including all dimensions and square footages, and the complete legal description of all parcels affected.
- **Answers** to the questions on page 2.
- **Application Fee** payable to the City of Plymouth:
  - $300 plus $2000 cash escrow
  - $165 fee for a development sign on one street frontage and $50 per sign for each additional street frontage.

    The fee for staff-prepared mailing labels is included in the application fee. Please contact planning@plymouthmn.gov to set up online payment. Or submit a check or cash with the request.

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. For a complete list of required materials, refer to Section 21010 of the Plymouth Zoning Ordinance.

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Please describe your request.

Describe how the proposal is consistent with the specific policies and provisions of the Plymouth Comprehensive Plan, including the public facilities and capital improvement plans.

Describe how the Zoning Ordinance Text Amendment meets the purpose and intent of the Plymouth Zoning Ordinance.

Explain whether there is adequate infrastructure available to serve the proposed action.

Explain whether there is an adequate buffer or transition between potentially incompatible districts.