



APPLICATION FOR ZONING AND DEMO PERMIT

CITY OF MELROSE

225 1st St. NE, Melrose, MN 56352
Phone: (320)-256-4278 • Email: planning@cityofmelrose.com
www.cityofmelrose.com

Permit No.
PID No.
Date RCVD.
PD-CK #
Cash-Rec #

Table with 2 columns: Fee Category, Amount. Rows: Permit Fee, Surcharge, Plan Check, Total Fee.

Zoning District:

Please type or Print Legibly:

- 1. Site Address Melrose, MN 56352
2. Owner(s)
3. Daytime Phone Email Address
4. Owner's Address (if different from above)
5. Legal Description of Site: (please attach metes & bounds Description)

Note * If unknown, please refer to property tax statement or ask zoning coordinator

Lot Block Addition

6. Current Use of Property

7. Type of Request:

Shed Sign If Sign, Illuminated Deck Demo

Other (Explain)

8. Describe in detail work to be done

9. Size:

Length Width Sq Ft. Height

If applicable, door height Sidewall height

10. Construction materials used:

11. If sign, Contractor or erector

12. Approximate Start Date

Additional Information Requested on Reverse

Required Forms & Items to Return with application:

Site Plan (Largest 11' x 17")

Location of **ALL** structures and their square footage

Public Right of Ways, sidewalks, curb cuts, driveways, parking, access roads, easements, etc.

Landscaping and screening plans

Drainage Plans

Other

Signs only

ALL existing signs on property and their respective locations with dimensions, setbacks, and height noted

Specifications for proposed sign (s)

Demo Only

If demo for commercial building or residential building owned by anyone other than an individual, must attach 10 Day Notice from MPCA

If demo, must complete Electric Application and Water/Wastewater Application for service disconnection

Your application will be deferred until all checked items above are provided.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of Laws and Ordinances governing this type of work will be complied with whether specified herein or not. I have identified all property boundaries, easements, flood zones and/or wetlands existing on the property on my site plan and application. All demolition debris must be contained and disposed of properly. Roadways and gutters must be kept clear of debris. The undersigned further agrees the City and its' administrative staff relied on the accurateness of this application, plans and specifications relative to this project and holds the City of Melrose, and its employees harmless from liability arising from the granting of this permit.

AUTHORIZED SIGNATURE OF OWNER OR BUILDER

ZONING OFFICER

This Permit Expires One Year From: _____