



# **Instructions for a** Amendment to Comprehensive Plan Application

## **Questions?**

**Please call the Planning Department at 234-4203:**

- Dan Jochum, AICP, Planning Director
- Bonnie Baumetz, Planning Coordinator

## **Important Points-**

- ✓ Cost is \$300.00 (non-refundable)
- ✓ Application is due the 3<sup>rd</sup> Wednesday of the month to be on the next month's agenda
- ✓ Copy of deed is needed (for rezoning of property)
- ✓ Planning Commission meeting is the 3<sup>rd</sup> Tuesday of the month at 5:30 p.m. in the City Council Chambers
- ✓ Planning Commission makes a recommendation to the City Council which meets the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of the month

**APPLICATION FOR AMENDMENT TO THE COMPREHENSIVE PLAN  
City of Hutchinson, Minnesota**

Date filed: \_\_\_\_\_

1. Name of Applicant: \_\_\_\_\_ 2. Telephone No.: \_\_\_\_\_  
Fax No. \_\_\_\_\_

3. E-mail Address \_\_\_\_\_ 4. Cell Phone No.: \_\_\_\_\_

5. Address of Applicant: \_\_\_\_\_  
\_\_\_\_\_

6. Name of Property Owner: \_\_\_\_\_  
(if different from applicant)

7. Street Address of Property Involved: \_\_\_\_\_

8. Legal Description of Property: \_\_\_\_\_  
\_\_\_\_\_

9. Present Land Use Designation: \_\_\_\_\_ 10. Proposed Land Use Designation: \_\_\_\_\_

11. Present Use of Property: \_\_\_\_\_

12. Proposed Use of Property: \_\_\_\_\_

13. Area of Property to be reclassified in square feet or acres, or fraction thereof: \_\_\_\_\_

Note: A map, drawn to scale, clearly showing the property proposed to be reclassified and its present zoning classification and existing uses must accompany this application.

Date: \_\_\_\_\_ Legal Property Owner Signature: \_\_\_\_\_