



Application Received: \_\_\_\_\_  
Fee Received: \_\_\_\_\_  
Staff Initials: \_\_\_\_\_

# APPLICATION FOR COMPREHENSIVE PLAN/ GROWTH AREA PLAN AMENDMENT

**APPLICANT INFORMATION**  
Name(s): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

**PROPERTY OWNER INFORMATION (if different from above)**  
Name(s): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

**PROPERTY/REQUEST INFORMATION**  
Purpose of Comp Plan/Growth Area Plan Amendment: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
To change designation from: \_\_\_\_\_ (existing designation) to \_\_\_\_\_ (requested designation)  
Describe Location: \_\_\_\_\_  
\_\_\_\_\_  
Parcel Number(s): \_\_\_\_\_  
Legal Description (attach if lengthy): \_\_\_\_\_  
\_\_\_\_\_

Applicant Signature(s) \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

Property Owner Signature(s) \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

Property Owner Signature(s) \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

**SUBMIT APPLICATION AND SUBMISSION REQUIREMENTS TO:**

Planning Department, 500 Center Avenue, Fourth Floor, PO Box 779, Moorhead, MN 56561-0779.

**APPLICATION DEADLINE:** A completed application with all submission requirements **must be received by 12:00 noon on the Tuesday two weeks prior to the scheduled Planning Commission meeting.**

**APPLICATION SUBMISSION REQUIREMENTS:** The following must accompany this application:

\_\_\_\_\_ Proof of Title to the property or written authorization from owner(s) if applicant is not the owner.

\_\_\_\_\_ Application fee of \$250 is **payable to the City of Moorhead.**

**CRITERIA FOR CONSIDERATION:** Please provide any information you want the reviewers to know about the proposed amendment. The Planning Commission has the authority to request additional information as needed.

1. Have circumstances changed since the adoption of the Comprehensive Plan and/or Growth Area Plan that justify the proposed change?
  - Is there a compelling reason to change the land use designation, such as an issue or opportunity that was unforeseen at the time the Comprehensive Plan and/or Growth Area Plan was adopted?
2. Is the proposal consistent with the vision set forth in the Comprehensive Plan and with the policies stated in the Comprehensive Plan and Growth Area Plan for the neighborhood and area?
3. What is the expected effect of the proposed change on the 12 key elements of the Comprehensive Plan?
  - Distinct and Diverse Neighborhoods
  - Housing Variety and Adequacy
  - Educational Excellence
  - Park and Recreation Opportunities
  - Plentiful Arts and Culture
  - Vibrant Downtown
  - Retail Variety and Abundance
  - College Atmosphere
  - Enhanced Environment
  - Economic Opportunities
  - Quality Public Facilities and Services
  - Connectivity
4. Is the proposal compatible with surrounding land uses existing or uses designated in the Comprehensive Plan and/or in a Growth Area Plan?
5. Can the proposed use be served adequately with existing or planned streets and utilities?
6. What will be the environmental impacts of the proposed use? Will it require an environmental impact statement or a change to the Alternative Urban Areawide Review?

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**Questions? Contact the City of Moorhead Planning Department at 218.299.5370.**