



**Greater Bemidji Area
Joint Planning Board**

**Application for Rezoning / Zoning Ordinance
Amendment**

Please complete this application carefully and completely.
PLEASE PRINT. Failure to fill in all of the required information may
result in a delay of processing your application.

A fee of \$ _____ made payable to the **City of Bemidji**
must accompany this application. Additional escrow or
verification fees may apply for approved projects.

An escrow of \$ _____ made payable to the **City of Bemidji** must accompany this application. Additional
escrow or verification fees may apply for approved projects.

An escrow account is established as indicated above to cover technical and legal expenses incurred by the Joint Planning Board (JPB) as
part of the plan review. The applicant is responsible for all costs incurred by the JPB during plan review. If the escrow amount drops
below 10% of the original deposit amount the JPB may require submittal of an additional escrow deposit sufficient to cover any
anticipated expenses. Upon determination by the JPB that the project is complete or expired, the JPB will return the remaining escrow
deposit to the applicant.

OFFICE USE ONLY	
Complete Application Rec'd	_____
Payment Rec'd	_____
Field Checked	_____
Zoning District	_____
Date Permitted	_____
Permit Number	_____
Comments	_____

APPLICANT DATA

NAME OF APPLICANT: _____	PHONE: _____
MAILING ADDRESS: _____	
SITE ADDRESS: _____	PARCEL: _____
EMAIL ADDRESS: _____	

OFFICE USE ONLY

Property Dimensions: Width _____ ft Depth _____ ft Total area _____ sq ft/acres

Is there one acre of contiguous land on the property? Yes No

Have there been any Variances/Use Permits granted on this property? Yes No Don't Know Attach copies

Is property within 1000 feet of a public water? Yes No Is property in an airport zone? Yes No

Septic Data: Year Installed: _____ Last Compliance Inspection: _____

Pass Compliance Fail Compliance Notarized Stipulation Other _____

Municipal Services: Water Yes No Sewer: Yes No If no, is hook up possible? Yes No

PROPOSAL (Use additional sheets if necessary)

Rezone _____ District to _____ District

Amend Zoning Ordinance Text? Yes No If Yes, explain proposed amendment: _____

Describe the proposed use of your property (be specific): _____

Describe the existing use of your property: _____

Is the proposed amendment made necessary because of changes or changing conditions in the area affected? Yes No

If yes, what is the nature of such changes or changing conditions? _____

How will the area be directly affected by the proposed changed? _____

What are the zoning districts immediately adjacent to all sides of the property to be rezoned? _____

Are there easements across the property to be rezoned? Yes No What are they? _____

Do adequate sewer and water facilities, and all other needed public services, exist or can they be provided to serve the uses that would be permitted on the property if it were reclassified? _____

Will the proposed amendment correct an error in the application of this Ordinance? Yes No Describe _____

Are there any reasons, not addressed above, that would help to determine if your proposal should be granted? _____

ALL APPLICANTS MUST SIGN BELOW

I hereby certify that I am the owner or authorized agent of the owner of the above described property and that all uses will conform to the provisions of the Greater Bemidji Area Zoning and Subdivision Regulations. I further certify that I will comply with all conditions placed upon this permit should this application be approved. Intentional or unintentional falsification of this application or any attachments thereto will serve to make this application and any resultant permit invalid. I also authorize Greater Bemidji Area Joint Planning staff to inspect the property during review of this application and subsequent construction during reasonable times of the day.

Applicant: _____

Applicant _____

Date: _____

OFFICE USE ONLY

Reviewed by _____ Date _____ Complete Application Yes No

COMPLETED FORMS CAN BE SUBMITTED AT CITY HALL, 317 4TH STREET NW, LOWER LEVEL



ZONING AMENDMENT APPLICATION CHECKLIST

1. ___ **Complete application including:**
 - a. Proof of ownership/standing
 - b. Complete legal description of all parcels from title/deed
 - c. Application filled out in complete detail including all signatures
 - d. Application fee

2. ___ **A written summary of the request summarizing:**
 - a. A summary of the current JPB Land Use designation for the property
 - b. Why the property cannot be adequately used under current zoning
 - c. What factors have changed in the area prompting the change
 - d. How the change will benefit the surrounding area and Greater Bemidji Area over time
 - e. Proposed use of property after rezone (if applicable)

3. ___ **All other documentation required by staff at time of application**