



**LETTER OF INTENT
(TO BE COMPLETED FOR ALL CUPS AND IUPS)**

**8188 199TH AVENUE NW, NOWTHEN, MN 55330
(763) 441-1347**

RETURN TO: PERMITS@NOWTHENMN.NET

Name of Applicant(s): _____

Address of Property: _____

Home Phone No: _____ **Mobile No:** _____

What type of business is proposed on this property? _____

Is this business currently being operated on this property? _____ Yes _____ No

If yes, for how long? _____

Has a Conditional Use Permit or Interim Use Permit ever been approved for this business or property? If so, when? _____ (attach a copy if you have one)

What will be the days and hours of operation: _____

Number of proposed employees? _____ Full time _____ Part time

Traffic Impacts:

- a) Do you live on a _____ paved or _____ gravel road?
- b) How many access points/driveway entrances do you have onto the adjacent roadway(s)? _____
- c) How many times during an average week will you have pickups or deliveries to or from the property? _____

- d) Please describe the type(s) of trucks making deliveries (UPS, box truck, semi-truck, etc) and what is being transported (type of merchandise, refuse, scrap lumber, etc) _____

- e) How are the trucks unloaded? (ie: pallets are removed with a fork lift, boxes are removed by hand) _____

- f) How many customers, clients or business related visitors do you expect to have in a typical week? _____
- g) Is there space for trucks and cars to park and turn around on the property or is it necessary that they stop on the street? _____

Effects your business may have upon neighboring properties:

- a) Does your business generate any noises or vibrations? _____Yes _____No
- b) If yes, from what? _____

- c) Can the noise be heard from outside the building? _____

- d) Does the business generate any odors, smoke, or fumes? _____Yes _____No
If yes, please explain _____

Storage of Materials:

- a) Do you have any material(s) on site that may be classified as toxic or hazardous? _____Yes _____No
- b) Do you have material(s) on site that could be explosive? _____Yes _____No
- c) If you answered yes to either (a) or (b) above, identify the material(s): _____

d) Please list any materials or equipment that will be stored within an accessory structure on the property. *Note: The storage of business materials and equipment may not take up garage space otherwise intended for the parking of vehicles.*_____

e) Please list any materials or equipment that will be stored outside and where on the property it will be stored:_____

Accessory Structures:

a). What is the size of your property?

_____ Acres _____ Feet of Street Frontage, if known

b). How large is the principal structure (residence)? _____ Square Feet

c). How many accessory structures exist on the property? _____

d). List all accessory structures by type and size (i.e. detached garages, barns, pole buildings, sheds, free-standing decks/screen porches, etc.)

Site Inspection:

a) Please list the name and phone number of someone who can be considered a contact person. A city staff member will call to arrange for a site review visit.

b) Please state a convenient day and time for a site review visit.

Signs: Do you intend to place a sign on the property which identifies the business?

_____ Yes _____ No Commercially zoned properties should contact City Hall regarding sign regulations for specific land uses.

For residentially zoned property, you must include a colored drawing of the sign that indicates how it will be constructed and installed. The sign may not exceed twelve (12) square feet in total area (a two-sided sign is limited to six (6) square feet per side).