

2024
INTERIM USE PERMIT (IUP) APPLICATION
COMMUNITY DEVELOPMENT, CITY OF WINONA, MINNESOTA 55987
P.O. BOX 378 507/457-8250 FAX: 507/457-8212

SITE ADDRESS: _____

<u>Property Owner:</u>	
Company/Individual _____	
Contact Person _____	E-Mail _____
Mailing Address _____	Office Phone _____
City/State/Zip _____	Mobile Phone _____
<u>Applicant:</u>	
Company/Individual _____	
Contact Person _____	E-Mail _____
Mailing Address _____	Office Phone _____
City/State/Zip _____	Mobile Phone _____

IUP Applications will not be processed without payment of the \$235.00 fee.

Additional information required for the IUP application is on the following pages. A letter will be sent within 15 business days if more information is required to declare the IUP application complete.

Note that any project which will generate 200+ semi-truck trips per day is required to complete a Transportation Impact Analysis prior to submitting this application. An analysis is also required if semis from the proposed use will increase the amount of traffic on any non-truck route by more than 20%. If potentially applicable, contact the Community Development Department to set up a pre-application meeting.

Zoning of Property: _____

 Signature of Applicant

 Signature of Land Owner
 (If different from applicant)

For Staff Use Only		
Date Received: _____	IUP # _____	EG-INV- _____
Parcel #: _____	Zoning _____	Receipt # _____
LEGAL DESCRIPTION OF PROPERTY: _____		

IUP Application Requirements

An IUP application requires the following information to be complete. Provide attachments as necessary.

- 1) Project narrative. Briefly describe the proposed use of the property.
- 2) Conceptual site plan. Provide a general layout of proposed use on the subject property. Note that a formal site plan application may be required after IUP approval.
- 3) Respond to the specific criteria for the proposed interim use. Staff will provide this information.
- 4) Respond to the following general criteria:
 - (1) The extent, location and intensity of the interim use will be in substantial compliance with the Winona Comprehensive Plan.
 - (2) The interim use will conform to all applicable zoning regulations for the district in which the property is located.
 - (3) Considering existing circumstances and potential uses under existing zoning, the interim use will not substantially impair the use and enjoyment of other property in the neighborhood.
 - (4) The interim use will not impede the normal and orderly development and improvement of the surrounding property.
 - (5) Considering existing circumstances and potential uses under existing zoning, the interim use will not be detrimental to the existing character of the development in the immediate neighborhood or be incompatible with or endanger the public health, safety and general welfare.

- (6) The interim use will not create an excessive burden on existing parks, schools, streets/roads and other public facilities, which serve or are proposed to serve the area.
- (7) The interim use will not adversely affect neighboring property and dwellings because of excessive traffic generation, glare, noise or other nuisance characteristics.
- (8) A interim use located on property having significant historical and architectural resources shall preserve such resources, and a interim use shall not substantially diminish other neighboring property having significant historical and architectural resources.
- (9) The interim use shall either preserve or not significantly negatively affect natural and environmental resources.
- (10) The interim use will comply with other applicable city, county, state, and federal regulations, as applicable.

In addition to the above mandatory criteria that must be met to grant an IUP, the Planning Commission will also consider whether the proposed use will substantially diminish property values in the neighborhood. While this criterion is not mandatory, the Planning Commission may impose additional conditions on interim uses as it deems reasonable and necessary to mitigate negative effects on neighboring property values through screening, fencing, buffer zones, etc.