CASS COUNTY RECLASSIFICATION APPLICATION

INSTRUCTIONS TO APPLICANT

--WARNING--

PROCEEDING WITHOUT A PERMIT

Any work within the shoreland zone in Cass County which requires a permit cannot be legally started until a permit is issued by the Cass County Environmental Services Department. Any such work done without a permit constitutes a misdemeanor punishable by fines of $700 and/or 90 days in jail. The Environmental Services Director also has the authority to require restoration of any work done without a permit or beyond the work authorized by a permit and will assess double the additional application fee.

1. All items must be completed before this application will be processed.

2. A $450.00 + $46.00 Rec Fee = $496.00 fee must accompany each reclassification application. Make check payable to the "Cass County Treasurer".

3. Accurate property descriptions (Parcel ID#) must be given and these are usually found on your tax statement or deed. Applicant must own property, have a valid lease, or be an authorized representative.

4. PLEASE INCLUDE YOUR PROPERTY ADDRESS or directions to property from a prominent point or landmark on the application in order for the zoning inspectors to find your property.

5. Locate and mark property lines or corner markers on the ground.

6. When you have completed the application and all accompanying plans, etc., mail or deliver it in person to the Environmental Services Department, Cass County Courthouse, PO Box 3000, Walker, MN 56484 along with the fee.

7. Accurate information must be given, as permits are granted on the express conditions that the person to whom it is granted, his agent, employees and workmen shall conform in all respects to the Cass County Land Use Ordinance. This permit may be revoked at any time upon violation of the ordinance.

8. You will be notified by mail as to the date and time of the hearing on your application.

9. The applicant is responsible for securing any other local, state, or federal permits that may be required. 

I have read and fully understand the above instructions. I hereby swear that all information provided in this application is true and correct.

___________________________________________  ____________________
Applicant or Agent                             Date
Cass County  
Reclassification Application

Parcel ID __________________________
E-911 Address:______________________
Applicant Name:_____________________
Applicant:  Owner: _____________
Buyer:______________
Agent:______________
Mailing Address:_____________________
City, State, Zip:_____________________
Day Time Phone_____________________
Township:__________________________
Section: _______ Twp: ______ Rg:______
Lake or Stream: ___________Class______

Applicants Signature      Date

The above information has been reviewed and the attached finding of fact prepared. This application for reclassification is hereby

Approved _______ Denied _________

By the Cass County Planning Commission

Date ______ By _________

PROPERTY INFORMATION

Date Property Became Lot of Record:

Lot Width:__________________________
Lot Depth:__________________________
Total Acres:________________________

Current Classification of Property:

Proposed Classification of Property:

Reason for Proposed Change:

Office Use Only

Received By: _______________________
Date:____________________________
Total Fees Paid:____________________
Check # ____________ Receipt # __________
Date Field Inspected:________________
Date Application filed with ESD________
Applicant assisted by:________________
CASS COUNTY PLANNING COMMISSION

FINDINGS OF FACT

SUPPORTING/DENYING PROPERTY RECLASSIFICATION

706 Criteria for Designation  The following criteria, considerations, and objectives shall be adhered to by the Planning Commission when an application for reclassification within a land use district is considered:

A. General Considerations and Criteria for All Land Uses:
   (1) Preservation of natural areas;
   (2) Present ownership and development of shoreland areas;
   (3) Shoreland soil types and their engineering capabilities;
   (4) Topographic characteristics;
   (5) Vegetative cover;
   (6) In-water physical characteristics, values, and constraints;
   (7) Recreational use of the surface water;
   (8) Road and service center accessibility;
   (9) Socioeconomic development needs and plans as they involve water and related land resources;
   (10) The land requirements of industry which, by its nature, requires location in shoreland areas; and
   (11) The necessity to preserve and restore certain areas having significant historical or ecological value.

B. Factors and Criteria for Planned Unit Developments:
   (1) Existing recreational use of the surface waters and likely increases in use associated with planned unit developments;
   (2) Physical and aesthetic impacts of increased density;
   (3) Suitability of lands for the planned unit development approach;
   (4) Level of current development in the area; and
   (5) Amounts and types of ownership of undeveloped lands.