



ZONING CONFIRMATION LETTER REQUESTS

Requests for a letter confirming the zoning of property within the City of Otsego in the form determined by the City may be submitted via e-mail to the City Planner at TPC@PLanningCo.com as follows:

- Statement of request identifying property address and/or property identification number.
- E-mail address or postal address and identity of the person to whose attention to the letter is to be sent.

Section 3-1-2.E of the City Code requires payment of a \$60.00 fee per parcel for a zoning confirmation letter. Payment may be provided as follows:

- Mail a check payable to the City of Otsego to:

City of Otsego
ATTN: Adam Flaherty, City Administrator/Finance Director
13400 90th Street NE, Otsego MN 55330

- Telephone City Hall at 763.441.4414 to pay the fee plus a convenience fee by credit card.

The zoning confirmation letter will be released after payment is received.



13400 90th Street NE, Otsego MN 55330
Phone: 763.441-4414 • Fax: 763.441.8823
www.ci.otsego.mn.us

LAND USE CONFIRMATION LETTER

DATE ISSUED:

PROPERTY:

- A. The Sewer Staging Plan of the Comprehensive Plan designates the property as:**

- B. The Future Land Use Plan of the Comprehensive Plan guides the property for:**

- C. The property is currently zoned:**

- D. The existing use of the property is:**

- E. The use identified in Item D above is:**

- F. There have [not] been variances approved for the Property.**

- G. There are [no] current zoning or subdivision applications being processed for the subject site.**

- H. There are [no] records in City files of unabated zoning or other City Code violations.**

- I. City sanitary sewer and water utilities are [not] available to the property.**

- J. Please be advised that Otsego City staff does not provide interpretation of the Flood Insurance Rate Map (FIRM). Copies of the map are available at City Hall or by contacting the Federal Emergency Management Agency (FEMA).**

This information was researched by the undersigned, on request, as a public service. The undersigned certifies that the above information in paragraphs A-I is believed to be accurate based on or relating to the information identified property; however, neither the undersigned nor the City of Otsego assumes liability for errors and omissions. All information was obtained from public records, which may be inspected at City Hall during regular business hours by contacting the City Clerk.

ON BEHALF OF THE CITY OF OTSEGO BY:

D. Daniel Licht, AICP
THE PLANNING COMPANY LLC
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Phone: 763.427.5840
Facsimile: 763.427.0520
TPC@PlanningCo.com

THIS OFFICE SERVES AS THE CITY PLANNER FOR THE CITY OF OTSEGO.