



COMMUNITY DEVELOPMENT DEPARTMENT

1307 Cloquet Avenue • Cloquet MN 55720

Phone: 218-879-2507 • Fax: 218-879-6555

www.ci.cloquet.mn.us

ZONING ORDINANCE AMENDMENT

Procedure for Processing a Zoning Ordinance Amendment

A Zoning Ordinance Amendment allows an applicant the opportunity to propose changes to the Zoning Ordinance. An amendment can be done to the text of the ordinance. It can be initiated by the City or a property owner requesting a change.

Applicants should begin by contacting the City Planner to discuss the proposal. The Zoning Ordinance Amendment application, fee, and other necessary information should be received by the City approximately 21 days prior to the next regularly scheduled Planning Commission meeting. Failure to submit a complete application can delay the process for up to a month.

Once the required information is provided to the City, the City Planner will refer the amendment application to the next applicable regularly scheduled Planning Commission meeting. After a public hearing, the Commission will make a recommendation. That recommendation will be forwarded to the City Council for action at its next available meeting.

Zoning Ordinance Amendment Checklist

Zoning Ordinance Amendment application.

Zoning Ordinance Amendment Fee (\$300).

A list of all property owners within 350 feet of subject property, if applicable.

A legal description of the subject property, if applicable.

Additional documents needed to explain request.