



4141 Douglas Drive North, Crystal, MN 55422-1696
Telephone: (763) 531-1000 / Facsimile: (763) 531-1188

BUSINESS INFORMATION FORM

PLEASE NOTE: You are being asked to provide information to help city staff determine what steps are necessary for you to operate your business in accordance with established ordinances. Information you provide will be reviewed within 48 hours, after which time you will be notified of required licenses, permits, zoning or land use issues. This is not a "written request related to zoning" under Minnesota Statutes 15.99.

Name of Proposed Business: _____

Contact Name: _____

Contact Address: _____

Contact Phone: _____

What is the proposed address for your business? _____

How is this space currently being used? _____

What is your proposed use for this space (items being sold, services provided, etc.)? _____

PLEASE ATTACH SITE PLANS, SKETCHES, PHOTOS OR OTHER INFORMATION TO HELP US BETTER UNDERSTAND THE PROPOSED USE.

BE ADVISED: COMMENTS FROM WEST METRO FIRE INSPECTORS WILL NOT BE INCLUDED IN CITY STAFF COMMENTS BUT WILL BE SENT UNDER SEPARATE COVER.

STAFF USE ONLY

Involved Staff:

Review Required:

Licenses/Permits/Reviews Required:

- Building Official
- City Clerk
- Forester
- Health
- Planner
- Police Chief
- Public Works Dir.
- West Metro Fire
- cc Assessing

- Yes No

Intake Date: _____

Please return this form to Patrick Peters within 2 business days of intake date.