Zoning Administrator

zoningdepartment@winnebagocountywi.gov



112 OTTER AVE, PO BOX 2808 OSHKOSH, WI 54903-2808

> OSHKOSH (920) 232-3344 FAX (920) 232-3347

The Wave of the Future

CONDITIONAL USE APPLICATION INSTRUCTIONS

- 1. *A site plan must be included with the application*. Site plan should be drawn to scale showing exact property dimensions, setbacks (existing and proposed), building dimensions, parking areas, etc.
- 2. The application should include any and all pertinent information. Ex: number of employees, hours of operation, seasonal requirements, proposed landscaping, etc. Use an additional sheet of paper if necessary.
- 3. Application Requirements:

<u>Item A:</u> A-1: ALL property owner(s) must sign (submit original signature)

A-2: If applicable, the agent must complete and sign this section.

<u>Item B:</u> B-1 This information can be obtained from the tax bill, deed, or the County's GIS Mapping System.

B-2: Identify the property by address, or closest address and directions (such as North of 2222 Address Road).

B-3: Indicate current or proposed zoning.

B-4: Check if sanitary service is existing or required and if the property will be served by municipal sewer or a private sanitary system.

<u>Item C:</u> **C-1** thru **C-2**: To be completed in your own words.

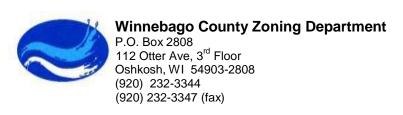
4. Filing:

File the completed application, site plan, and filing fee with the Zoning Office. We suggest scheduling an appointment with Zoning Staff when filing the application to confirm that all necessary information is being submitted. **Incomplete applications may be delayed until all necessary information has been submitted.**

5. The applicant must contact the Town in which the property is located in order to be heard. Failure to contact the Town may result in the application being denied. Application fees are non-refundable.

IMPORTANT: Any Conditional Use Permit granted shall expire twelve (12) months from the date of approval unless substantial work has commenced.

If you have any questions concerning the application procedure, please contact the Zoning Office Monday through Friday, 8:00 a.m. to 4:30 p.m.



CONDITIONAL USE APPLICATION

(Please	e print	or type. Please use black ink for duplicating pur	poses.)		Fee: Payable to: Winneba	\$800.00 ago County
Α.	PRO	OPERTY OWNER(S):				
		NAME:				
		Mailing Address:				_
		Phone:	E-	-m	ail:	_
NC	OTE: a	all property owners must sign application	ON (husband & wife	 e:	all co-owners). Use an additional page if no	ecessary.
	Permi remov effect	ission is hereby granted for appropriate val of hearing notices and conducting in tuntil the conclusion of the Public Heari	County Staff to e spections prior t ng and is binding	er to g	iter upon the property for the placem hearing. Said permission is to rema upon all heirs and assigns.	ent and in in
	Prope	erty Owners' Signature			Date	
	Prope	erty Owners' Signature			Date	
		Mailing Address: Phone:			ail:	-
Ag	jent's	Signature:	Date:			
В.	PR	OPERTY INFORMATION:				
	B-1	Tax Key/Parcel #:				_
	B-2	Location of affected property:				_
	B-3	Current / Proposed Zoning:				_
			Zoning Code Legend			
		A-1 Agribusiness district	B-1	_	ocal Service Business district	
		A-2 General Agriculture district	B-2		Community Business district	
		R-1 Rural Residential district	B-3	_	General Business district	
		R-2 Suburban Residential district	I-1	_	ight Industrial district	
		R-3 Two-family Residential district	I-2	_	Heavy Industrial district	
		R-4 Multifamily Residential district	M-1	. ľ	Лixed-Use district	

B-4 SEWER: Existing Required TYPE: Municipal Private System

PDD Planned Development district

R-8 Manufactured/Mobile Home Community district

PROPERTY OWNER SIGNATURES

Permission is hereby granted for appropriate County Staff to enter upon the property for the placement and removal of hearing notices and conducting inspections prior to hearing. Said permission is to remain in effect until the conclusion of the Public Hearing and is binding upon all heirs and assigns.

Name (printed):							
Owner Signature:	Date:						
Permission is hereby granted for appropriate County Staff to enter up hearing notices and conducting inspections prior to hearing. Said per the Public Hearing and is binding upon all heirs and assigns.							
Name (printed):							
Owner Signature:	Date:						
Permission is hereby granted for appropriate County Staff to enter upon the property for the placement and removal of hearing notices and conducting inspections prior to hearing. Said permission is to remain in effect until the conclusion of the Public Hearing and is binding upon all heirs and assigns.							
Name (printed):							
Owner Signature:	Date:						
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Name (printed):							
Owner Signature:	Date:						

CONDITIONAL USE APPLICATION

Responses may be typed on a separate sheet and attached to this form.

Applicant, please fill out of all the questions in your own words. **C-1** Describe the proposed use: **C-2** Describe how the proposed use will not have adverse effects on surrounding property: (Potential adverse impacts include but are not limited to traffic, environmental impacts, lighting, smoke, odor, glare, noise, dust, vibration, fire hazard, and electrical interference.)