

APPLICATION WORKSHEET FOR CONDITIONAL USE PERMITS

PLEASE NOTE: Applications for Conditional Use Permits (CUPs) to the Board of Adjustment are considered monthly at public hearings. To be considered at the next hearing, full application information must be received in the Zoning Department no later than 4:00 p.m. on the filing date shown on the Zoning Application Schedule. No copies or faxes will be accepted.

The following items must be submitted to Green County Zoning prior to the filing deadline:

1. Completed Application form,
2. Clearly drawn Location Sketch, or Site Plan of the subject property, including yard & setback dimensions, in accordance with Ordinance 4-6-1-2-2,
3. A Written Statement explaining this request in detail,
4. List of Parties of Interest (*names & addresses of all landowners within 300' of boundary of subject property*),
5. Hearing Fee of \$_____ (*nonrefundable, for hearing only - does not include eventual cost of Zoning Permit or any other permits and requirements*),
6. Original, signed Town Review of County Application Requiring Public Hearing form, and;
7. If subject property is located within the extraterritorial area (1.5 miles in most cases) of a nearby City or Village, written proof of notification to the municipality must be provided with this submittal.

Applicants should include in their Written Statements, and be prepared at public hearing to discuss, answers to the following questions:

FOR CONDITIONAL USE PERMITS: *How would factors such as smoke, dust, noxious or toxic gases or odors, noise, glare, vibration, operation of heavy machinery, heavy vehicle traffic or increased traffic on the public streets associated with the proposed project be expected to affect neighbors? Can the project proceed with conditions which would limit or regulate waste disposal, water supply requirements, increased yards & setbacks, operational controls and limitations, sureties and deed restrictions, fencing, landscaping and screening requirements, noise and odor abatement measures, pollution controls, or with other limitations & regulations?*

A Public Hearing Notice of the date, time and location of the public hearing and the Location Sketch will be mailed to all landowners within 300 ft. of the subject property and applicable Town Board. Depending on the location of the subject property, notice of the public hearing may be sent to the Green County Highway Commissioner, Wisconsin Dept. of Natural Resources, or other appropriate review agency.

The property owner or their representative must be present at the public hearing to present their request to the Board of Adjustment and answer questions. Should an appearance not be made or insufficient testimony be presented, the application will not be considered further and will require the submission of a new application and public hearing fee. **Prior to starting a conditionally permitted project or land use, all applicable permits must be obtained, including but not limited to: sign permit(s), driveway verification(s), sanitary permit(s) for sewer installation, commercial building plan approval(s), plus all applicable zoning permit(s).**

STATEMENT & SIGNATURES: *I have read and understand my responsibilities regarding my application to the Board of Adjustment.*

Print Applicant's Name(s)

Applicant's Signature(s)

Date Signed

1/26/2016