

Town of Carlton - Kewaunee County, Wisconsin
APPLICATION for
CONDITIONAL USE PERMIT

Date: _____

Property Owner Name: _____

Address: _____

Phone: _____ Email: _____

Applicant Name (if different from Owner): _____

Phone: _____ Email: _____

Property Address (if different from Owner address):

Location of Property: _____ $\frac{1}{4}$ _____ $\frac{1}{4}$, Section _____, Tax Parcel # _____

Acreage: _____ Current Zoning: _____

Specify the Conditional Use being requested: _____

as provided for in Section: _____ of the Town of Carlton Zoning Ordinance.

The property is presently used for the following purposes: _____

The Conditional Use Permit is requested so that the property may be used in the following specific manner or for the following specific purposes: _____

Town of Carlton - Kewaunee County, Wisconsin
APPLICATION for
CONDITIONAL USE PERMIT

Additional Comments (if any) _____

Application Checklist:

The Applicant shall submit ten (10) copies of the application packet. The Town of Carlton shall not accept any application for a zoning change until the application packet is submitted in its entirety.

In addition to the CSM (if applicable), the application packet shall include all of the following *(please check)*:

- One copy of the deed _____
- A description of the subject premises and of the proposed use _____
- Owners' names and addresses of all properties within the area subject to the conditional use and within four hundred (400) feet of the area _____
- All existing and proposed structures _____
- All existing building setbacks _____
- Distances to neighboring buildings and their uses _____
- Location of the well(s) and sanitary system(s) and their distance to lot lines and buildings _____
- All navigable waters, floodplains watercourses, wetlands, and drainage ditches and the highwater elevation within 100 feet of land _____
- Existing or proposed location of access to public road _____
- Additional information as required by the Plan Commission, Town Board, Kewaunee County, or state statute _____

Application Fee: _____

Check Number: _____
Total Amount: _____

Applicant Signature: _____

Date: _____

Professional Services: All costs of professional services such as legal, engineering, and planning review; research; recording fees; and traffic control costs related to any action initiated by a responsible party, other than the Town, to be reviewed or acted upon by the Plan Commission, Board of Appeals, or Town Board shall pass to the responsible party.

Town of Carlton - Kewaunee County, Wisconsin
APPLICATION for
APPEAL or VARIANCE

Date: _____

Appeals and requests for Variances must be filed with the Board of Zoning Appeals within 30 days of the decision notification to be appealed. The Applicant, being aggrieved by the decision of the Town Board, Plan Commission, Zoning Administrator, and/or Building Inspector (check one):

_____ Denied the issuance of a zoning change on: _____ (date)

_____ Denied the issuance of a conditional use permit on: _____ (date)

_____ Issued an order or notice of violation on: _____ (date)

_____ Denied the issuance of a building permit on: _____ (date)

Makes this appeal for the following purpose (check one):

_____ To seek a variance from the requirements of Section(s) _____ of the Zoning Ordinance.

_____ To determine whether the order, requirements, decision, or determination of the Plan Commission, Zoning Administrator, and/or Building Inspector is in error.

_____ To obtain an interpretation of Section(s) _____ of the Zoning Ordinance.

_____ To obtain an interpretation of the location of the boundaries of the _____ zoning district in Section _____ of the Town of Carlton.

By statute and court ruling, a variance may only be granted when the Board of Zoning Appeals finds that:

1. Because of the particular physical surrounds, shape, or topographical condition of the specific property involved, a particular hardship to the owner would result, as distinguished from mere inconvenience, if the strict letter of the regulations were to be carried out.
2. Conditions upon which a petition for a variance is based are unique to the property for which the variance is sought, and are not applicable, generally, to other property within the same zoning classification.
3. Alleged difficulty or hardship is caused by this Ordinance and has not been related by any person presently having an interest in the property.
4. Granting of the variance shall not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located.
5. Proposed variance shall not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion or the public streets, or increase the danger of fire, or endanger public health and safety, or substantially diminish or impair property values within the neighborhood.

Town of Carlton - Kewaunee County, Wisconsin
APPLICATION for
APPEAL or VARIANCE

The property which is the subject of this appeal is described as follows:

Address: _____

Legal Description (use one):

a. Certified Survey Map Number: _____

b. Metes and Bounds description attached.

Tax Key Number: _____ Zoning Classification: _____

Appellant or Applicant Contact Information:

Name: _____

Address: _____

Phone: _____ Email: _____

The applicant requests that the appeal be granted for the following reasons: _____

Application Fee:

Check Number: _____

Total Amount: _____

Appellant or Applicant Signature: _____

Date: _____

Professional Services: All costs of professional services such as legal, engineering, and planning review; research; recording fees; and traffic control costs related to any action initiated by a responsible party, other than the Town, to be reviewed or acted upon by the Plan Commission, Board of Appeals, or Town Board shall pass to the responsible party.