



CALUMET COUNTY CONDITIONAL USE PERMIT/SITE PLAN REVIEW APPLICATION

PART A: Property Information

Tax Location I.D. _____

Town of: _____

Land owners name: _____

Mailing address: _____

Subject property road address, if different: _____

E-mail address: _____

Phone: _____

Check here if permit/decision is to be mailed to land owner (vs. operator)

Operators name, if different from owner: _____

Address: _____

Phone: _____

Check here if permit/decision is to be mailed to operator (vs. owner)

Zoning district: _____

Lot dimensions: _____ x _____

Lot area: _____ acre or sq. ft.

Attach a copy of survey, if available

PART B: Project Details

Describe the project for which a conditional use permit or site plan review is requested:

Provide details of the existing or proposed building housing the new use:

Dimensions: _____ width x _____ length
x _____ height/depth

New use will occupy _____ sq. ft. of building/lot area

Level of the building the use will be located on (i.e. first floor, both first and second, in garage): _____

Sign size proposed: _____ x _____

Height of top of sign off ground: _____

Number of parking stalls proposed: _____

(Please include a diagram of the parking lot, including overall dimensions, driving lanes, stall width.)

Office use only: Fee Rcvd. _____ Rcpt. No. _____

Public hearing date: _____

Permit issued w/cond. Permit denied w/letter

PART C: Required Attachments

The following items are required attachments.

Failure to attach the required items will result in this application being considered incomplete and it will be returned to you.

Site plan. A site plan, drawn to scale showing lot dimensions, current building locations, proposed building/project locations, proposed parking lot, proposed sign location, well, septic, and, setbacks from the proposed project to all lot lines, road center-lines (or right-of-ways, if known), and water features.

Project plans. Drawings, drawn to scale, showing all dimensions, room layouts, identification of rooms, proposed decks, porches, elevation views, etc. *If this is a new building, professionally drawn plans are required!*

Statements. A statement indicating the applicant is aware a separate permit is required for any free-standing signage and that the parking lot must be approved prior to installation, and a detailed explanation of how the following will be addressed on the site:

1. How water and sewage disposal will be provided.
2. How lighting will be confined to the property.
3. If and how landscaping buffers will be installed.
4. How erosion and sediment control will be addressed.
5. If the project has been discussed with the town in which it is proposed, and, the town's opinion of the project.

Misc. approvals. If a commercial or industrial building, copies of any state or other local permits.

Fee. A non-refundable fee in the amount of: \$ _____ (check payable to Calumet County)

PART D: Authorization/Certification

(I) (We) the proposed operator of the use for which this application is being submitted, hereby authorize staff and members of the Calumet County Planning, Zoning and Farmland Preservation Committee to enter upon the premises for all purposes of inspection related to this application. I hereby certify the information on this form and attachments is correct to the best of my knowledge and belief. I am aware if granted, the permit authorizes the use only and other permits may be necessary (i.e. construction, sign permits).

Owner(s) Signature(s): _____

Operator(s) Signature(s), if different: _____

Date: _____

PLEASE KEEP A COPY OF THIS APPLICATION FOR YOUR RECORDS!