

**APPLICATION FOR A CONDITIONAL/SPECIAL USE PERMIT
VILLAGE OF WEST MILWAUKEE
4755 WEST BELOIT ROAD WEST MILWAUKEE, WI 53214
414-645-1530 FAX 414-671-8089**

FOR OFFICE USE ONLY

Date Filed _____ Fee Paid _____ T.R. Number _____

I hereby apply for a **CONDITIONAL USE PERMIT** _____ **SPECIAL USE PERMIT** _____

for the premises described herein. The undersigned agrees all information is enclosed as required including a Plat of Survey and/or location sketch thereof, in accordance with the requirements of the Village Zoning Ordinance and all other applicable Village Ordinances and the Laws and Regulations of the State of Wisconsin. _____

ADDRESS OF THE SITE _____

OWNER OF THE SITE _____ **PHONE** _____
ADDRESS _____

NAME OF APPLICANT or AGENT _____
ADDRESS _____
PHONE _____

NAME & PHONE of ARCHITECT _____
ADDRESS _____

NAME & PHONE of ENGINEER _____
ADDRESS _____

NAME & PHONE of CONTRACTOR _____
ADDRESS _____

Description of the Subject Site
Legal Description of the premises affected _____
Lot _____ **Block** _____ **Subdivision Name** _____

Zoning District Classification _____

Description of existing operation or use _____

Description of proposed operation or use – *Please attach paperwork for Plan of Operations*

Type of structure(s) _____ **Ttl. Sq. Ft.** _____
Number of stories _____ **Estimated value \$** _____ **Number of employees** _____
Number of parking spaces to be provided _____ **Handicapped spaces** _____

THE FOLLOWING ITEMS ARE REQUIRED TO BE ATTACHED TO THIS APPLICATION:

Please see next page, Village Ordinance 10.1006 for pertinent information.

ADDITIONAL INFORMATION you may want to add regarding the Use and/or Project:

Applicant's Verification of Information

I hereby certify that all the above statements and attachments submitted hereto are true and correct to the best of my knowledge and belief:

Applicant or Agent _____
(signature)

Approval or Denial

_____ Permit Issued. Date _____
_____ Permit Denied. Date _____

PLEASE NOTE:

Permit May be Revoked without notice if misrepresentation of any of the above information or attachments is found to exist.

Permit is Null and Void if issued in error. It is understood that any permit issued on this application will not grant any right or privilege to erect any structure, or to use any premises for any purpose that is prohibited by the Zoning Ordinance or any other State or Local laws.

Changes in the plans or specifications submitted in the original application shall not be made without prior written approval of the Plan/Zoning Specialist and/or Building Inspector.

PLAN OF OPERATIONS

1. Name of Business _____

Address _____

Phone Number _____

Years in operation _____

At what address _____

2. Name of owner _____

Address _____

Phone Number _____

3. Name of operator (if different from owner) _____

Address _____

Phone Number _____

4. Type of Business (detailed explanation of business) _____

5. Zoning of Property _____

6. Zoning of Property to the:

North: _____ Use of Property that property _____

East: _____ Use of Property that property _____

West: _____ Use of Property that property _____

South: _____ Use of Property that property _____

7. List all chemicals stored in all the buildings:

Building A: _____

Building B: _____

Building C: _____

Contact person for Fire Dept. purposes _____

Daytime Telephone No _____ Night time No. _____

8. Specific Use of Property and Buildings:

Building A: _____

Building B: _____

Building C: _____

Outdoor uses _____

9. Maximum Number of Employees _____

10. Days of Operation _____

Hours of Operation _____

11. Parking:

A. Number of spaces available _____

B. Dimensions of parking lot _____

C. Parking Lot construction: Paved _____ Gravel _____ Grass _____

D. Is employee parking included in "Number of spaces available"? Yes _____ No _____

E. Type of screening: Fencing _____ plantings _____

12. Outdoor Lighting:

Type _____

Location _____

13. Signs:

Type: Free standing _____ Attached to building _____

Lighted _____ Mobile _____

Single or double faced _____

Size _____ Location _____

14. Is there any food service or vending machines incorporated in this proposal? Yes _____ No _____

If yes, How many? _____ What type? _____

*Please contact West Allis Health Dept. for Food/Restaurant License (414) 302-8600.

15. Are there any game machines in this proposal? Yes _____ No _____
If yes, How many? _____ What type? _____
16. Is there any type of music in this proposal? Yes _____ No _____
If yes, Juke Box: _____ Live: _____ Days of week: _____ Hrs: _____
17. Type of refuse disposal: Municipal _____ Private _____
18. Is a highway access permit needed from the State, County, or local Municipality?
Yes _____ No _____
If yes, have you secured a permit? Yes _____ No _____
19. Is there a need for any special type of security fencing? Yes _____ No _____
If yes, what type? _____
20. Date of approval by the Department of Natural Resources of the well for the proposed use:
(if applicable) _____
21. Date of approval by the County Health Department for the existing septic system:
(if applicable) _____
22. What type of sanitary facilities are to be installed for the proposed operation?

23. Do you feel there will be any problems such as odor, smoke, noise, light, or vibration resulting
from this operation? Yes _____ No _____ If yes, explain _____

24. Surface water drainage facilities (describe and/or include on site plan): _____

25. Is a liquor license or any other special license to be obtained from the local Municipality or State

Licensing agencies? Yes _____ No _____

If yes, explain _____

26. Did Wisconsin State Department of Industry Labor and Human Relations approve building plans?

Yes _____ No _____

27. Is this an expansion of an existing operation? Yes _____ No _____

If yes, are there currently any permits under other names, other than what are indicated on this application?: Names _____

28. Any other information/details _____

A DETAILED SITE PLAN WITH DIMENSIONS OF ALL BUILDINGS, PARKING AREAS, SIGN LOCATIONS AND OTHER PERTINENT DATA IS TO BE SUBMITTED WITH ALL APPLICATIONS.

.....

(Date of Filing)

(Applicant's Signature)

The Village Plan Commission may authorize the Code Enforcement Officer to issue a conditional use permit for conditional uses after review and a public hearing, provided that such conditional uses and structures are in accordance with the purpose and intent of this Ordinance and are found to be not hazardous, harmful, offensive, or otherwise adverse to the environment or the value of the neighborhood or the community. Applications for conditional use permits shall be made in duplicate to the Code Enforcement Officer on forms furnished by the Code Enforcement Officer and shall include the following where pertinent and necessary for proper review by the Plan Commission:

- A. Names and Addresses of the applicant, owner of the site, architect, professional engineer, contractor, and all opposite and abutting property owners of record.
- B. Description of the Subject Site by lot, block, and recorded subdivision or by metes and bounds; address of the subject site; the zoning district within which the subject site is located; the type of conditional use and authorizing zoning ordinance section; proposed plan of operation of the structure or site; type of structure; and number of employees. Additional information may be required and may include plans showing elevations or contours of the ground; fill elevations; first floor elevations of structures; size, location, and spatial arrangement of all existing and proposed structures on the site; location and elevation of streets, water supply, and sanitary facilities; soil types; and other pertinent information.
- C. Plat of Survey prepared by a registered land surveyor showing all of the information required under Section 10.1004 (Q) for a Building Permit and, in addition, the mean and historic high water lines and floodlands on or within 40 feet of the subject premises and existing and proposed landscaping.
- D. Additional Information as may be required by the Village Plan Commission, Village Engineer, or Code Enforcement Officer.
- E. Review and Approval. The Village Plan Commission shall review the site, existing and proposed structures, architectural plans, neighboring uses, parking areas, driveway locations, highway access, traffic generation and circulation, drainage, sewerage and water systems, and the proposed plan of operation. Conditions regarding landscaping, architectural design, type of construction, construction commencement and completion dates, sureties, lighting, fencing, planting screens, operational control, hours of operation, improved traffic circulation, deed restrictions, highway access restrictions, increased yards, or parking requirements may be required by the Village Plan Commission upon its finding that these are necessary to fulfill the purpose and intent of this Ordinance.
- F. Compliance with all other provisions of this Ordinance, such as lot width and area, yards, height, parking, loading, traffic, and highway access shall be required of all conditional uses. Variances shall only be granted as provided in Section 10.1100 of this Ordinance.
- G. Public Hearing. The Village Plan Commission shall hold a public hearing on each application giving public notice as specified in Section 10.1300 of this Ordinance. The Plan Commission may subsequently issue the conditional use permit with appropriate conditions, deny the permit with reasons, or require the submittal of a modified application.
- H. Amendments. Changes subsequent to the initial issuance of a conditional use permit which would result in a need to change the initial conditions shall require an amendment to the conditional use permit. Enlargement of a conditional use shall be considered an amendment. The process for amending a permit shall be the same as the process required for granting a conditional use permit as set forth in this Section.
- I. Revocation of Conditional Use Permit. Should a permit applicant, his heirs or assigns, fail to comply with the conditions of the permit issued by the Plan Commission or should the use, or characteristics of the use be changed without prior approval by the Plan Commission, the Conditional Use Permit may be revoked. The process for revoking a permit shall be the same as the process required for granting a conditional use permit as set forth in this Section.

CONDITIONAL USE PERMIT