

# TOWN OF SOMERSET

ST. CROIX COUNTY, WISCONSIN

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## Application for Conditional Use Permit and Design Waivers/Variances

Please check one: Conditional Use Permit \_\_\_\_\_ Design Waiver \_\_\_\_\_

Property Location: \_\_\_\_\_ 1/4, \_\_\_\_\_ 1/4, Sec. \_\_\_\_\_, T \_\_\_\_\_, R \_\_\_\_\_

Property Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Daytime Phone: (\_\_\_\_) \_\_\_\_\_

### Agent/Surveyor:

\_\_\_\_\_  
Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Daytime Phone: (\_\_\_\_) \_\_\_\_\_

I, certify by my signature that all information presented herein as well as supporting information are true and correct to the best of my knowledge. I further agree to withdraw this written application if substantive false or incorrect information has been included. I hereby request the Town of Somerset to process this application.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

☐ Owner

☐ Authorized Agent

### Rezoning, Conditional Use Permit and Design Waiver Submittal:

Submittal deadline for a Conditional Use Permit (CUP) or Design Waiver submittal is 14 days prior to the Plan Commission meeting (1<sup>st</sup> Wed of Month @ 3 pm). The commission may recommend approval, conditional approval, table or denial of the request to the Town Board. All revisions must be addressed and resubmitted in final form to the Town Board. The Town Board will approve, conditionally approve, table or deny the conditional use permit (CUP) or variance (CSM).

Materials to submit should include:

- 14 complete sets of plans which include map of parcel and surrounding parcels
- List of adjacent landowner's names and addresses and proof of adjacent landowner notification by USPS
- Applicable fees
- Reason for request and any hardships or special considerations regarding property involved

**Fee: \$ 100.00 - Attorney and Engineer fees that are directly related to this project will be billed separately as they occur to the developer/landowner.**

An application must be filed with St. Croix County Community Development for their consideration, if required.

I, \_\_\_\_\_ certify that all of the above information has been submitted to the Town Clerk in order that the Town receives it at least 14 days prior to the Plan Commission Meeting where approval is being sought and that the information provided is a true representation to the vest of my knowledge.

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TOWN USE ONLY: Application accepted: \_\_\_\_\_ Received by: \_\_\_\_\_  
Fees paid: \_\_\_\_\_ Date paid: \_\_\_\_\_

06/16/2025