



VILLAGE OF
WOODVILLE

CONDITIONAL USE/SPECIAL EXCEPTION APPLICATION

The Conditional Use Permit application, when filed with the clerk’s office, will be sent to the Planning Commission for review at which time a public hearing is called. All neighboring property owners (within 100ft of property in question), the community, the Village Board, Zoning Administrator and Village Engineer will be notified of he public hearing. The Planning Commission, after the public hearing, will make their recommendation to the Village Board for their consideration. (ref. Village Ordinance 635, Article IV).

Filing Fee: \$500 non-refundable fee – paid with application plus Professional Fees and Expenses Incurred to the Village of Woodville
Due Date: Completed application and materials are due by the 15th of the month

AN INCOMPLETE APPLICATION WILL DELAY REVIEW

Owner or Agent: _____ **Company Name:** _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone: _____ **Email:** _____

PROPERTY INFORMATION

Address: _____ **Tax Parcel Number:** _____

Lot area & Dimensions: _____ sq. Ft., _____ x _____ ft

Zoning district _____

Current use & previous improvements _____

Identify all non-conforming structures and/or land uses on the property:

CURRENT REQUEST

Conditional use permit requested (explain in detail)

Attach a plat or other map of your site and detailed construction plans.

I certify that the information I have provided in this application is true and accurate and I have submitted initial \$500 fee payable to the Village of Woodville and understand that I will be billed for the remainder of the professional fees and expenses incurred to the Village of Woodville.

Owner/agent signature: _____ **Date:** _____
(Required)

OFFICE USE ONLY

Received in clerk's office	Date_____	Date of Zoning Bd of Appeals Mtg	_____
Fee Received	Date_____	Date of Public Hearing	_____
Maps/Plats/Plans Received	Date_____	Date Notices Sent	_____

(updated 7/15/25)

102 S. Main Street * P.O. Box 205
Woodville, WI 54028
PHONE (715)698-2355 FAX (715)698-2697
EMAIL: julie@villageofwoodville.org