

## **VILLAGE OF CASCADE CONDITIONAL USE APPLICATION**

Below is a list of guidelines for applying for a Conditional Use Permit

- Submit all required forms, documentation, and fees as outlined in the application to the Village Clerk.
- The Public Hearing cannot be set until 8 days after the last insertion into the newspaper.
- Notification of all parties and a Class 2 Publication is submitted to newspaper by Clerk.
- Plan Commission members review the application and conduct any necessary on-site inspections of property.
- Public Hearing is conducted. These uses are not automatically permitted in any district, but may be allowed in certain districts upon study and approval of the specific use and compliance with the conditions imposed by the Village Plan Commission.

## **VILLAGE OF CASCADE VARIANCE APPLICATION**

Below is a list of guidelines for applying for a variance

- A variance is required to authorize upon appeal in specific cases such as variance from the terms of the Zoning Ordinance as will not be contrary to the public interest, where, owing to special conditions, a literal enforcement of the provisions of the Ordinance will result in practical difficulty or unnecessary hardship, so that the spirit of the Ordinance shall be observed, public safety and welfare secured and substantial justice done.
- Submit all required forms, documentation, and fees as outlined in the application to the Village Clerk.
- The Public Hearing cannot be set until 10 days after the last insertion into the newspaper.
- Notification of all parties and a Class 2 Publication is submitted to newspaper by Clerk.
- Board of Appeals members review the application and conduct any necessary on-site inspections of property.
- Public Hearing is conducted. The Board of Appeals shall decide all appeals and applications within a reasonable time after the hearing and shall transmit a copy of the decision to the parties and the village board.