



Village Hall, 567-2757
Fax, 567-4115
Highway Dept., 567-2422
Police Dept., 567-1134
Building Inspector, 646-2577

Summit Village Hall • 2911 N. Dousman Road • Oconomowoc, WI 53066

Date Filed: _____

\$300.00 Application Fee Paid _____

Conditional Use Permit Application Packet

Based on Chapter 235 Article X of the Code of the Village of Summit

Please read and complete this application carefully. All applications must be signed and dated.

1. APPLICANT OR AGENT

Phone # () _____

FAX # () _____

2. PROPERTY OWNER

Phone # () _____

FAX # () _____

3. To Whom Should the Permit be Issued?

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4. Property Address and Legal Description of the Property: (May appear on the tax bill)

5. Tax Key Number: SUMT _____

6. What is the Property Zoning Classification in the Village of Summit? _____

What is the Property Zoning Classification in Shoreland Floodland Protection Ordinance Code? _____

7. Identify the type of use immediately adjacent to this property.

North	South
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East	West
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8. Is this a New Use? _____ **OR** Is this an existing use to be expanded? _____

9. Describe the proposed use, how it fits within the listed Conditional Uses allowed in the current zoning of the property, and the general plan for the property.

10. List the dimensions and levels of ALL buildings in coordination with site plan information that will be submitted to the Plan Commission for review.

Outside Dimensions	Number of levels
Building "A": _____	_____
Building "B": _____	_____
Building "C": _____	_____
Total Floor Area is _____ square feet.	

11. Identify the proposed use of EACH building and remaining outdoor area.

Building "A": _____

Building "B": _____

Building "C": _____

Outdoor Uses? _____

12. How many employees will be working in this operation? _____

13. What hours of the day will the business be operating? _____

14. What days of the week will the business be operating? _____

15. Will there be any unusual odors, smoke or noise generated by the proposed use that do not exist on the site at the present time? YES ____ NO ____ If yes, please describe below.

16. Locate each sign on the site plan and submit the drawings, including area of each sign, color, number of faces, and overall height (if free-standing).

Number of Free-standing signs: _____

Number of Wall-mounted signs: _____

17. Please locate all the proposed parking on the site plan.

Number of Parking spaces proposed on the property? _____

If not currently hard surfaced, the parking lot and any expansions will be paved by?

18. Is there a need for any special type of security fencing?

YES _____ NO _____ Type of fencing proposed: _____

19. Is there any special lighting proposed?

YES _____ NO _____ Type of lighting proposed: _____

20. Will a special license be required from the Village, County or State in order to operate this business? YES ____ NO ____ If yes, please describe below.

21. Has the State or County acted on your project proposal to date, either with building plan reviews, site plan reviews, Conditional Use activities or other design reviews? YES ____ NO ____ If yes, please describe below, along with contact name and office.

22. Timetable: Describe the proposed timetable for the completion of any building construction, parking or grading improvements, landscaping, occupancy date, opening date, etc.

23. SIGNATURES

NOTE: ALL APPLICATIONS MUST BE SIGNED BY THE PROPERTY OWNER

Applicant	date	Property Owner	date
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Use this space to further describe the proposal, or detail points from above

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