



Village Hall, (262)567-2757  
 Fax, (262)567-4115  
 Highway Dept., (262)567-2422  
 Police Dept., (262) 567-1134  
 Building Inspector, (262) 490.4141

Summit Village Hall • 37100 Delafield Rd. • Summit WI 53066

Date Filed: \_\_\_\_\_

\$350.00 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

2. PROPERTY OWNER

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Phone # ( ) \_\_\_\_\_

Phone # ( ) \_\_\_\_\_

FAX # ( ) \_\_\_\_\_

FAX # ( ) \_\_\_\_\_

3. To Whom Should the Permit be Issued?

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.

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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.

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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.

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

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