

OFFICE USE ONLY**Date Received:****Date Fees Paid:****New Application Fee \$500.00****Scheduling Form Completed:****Next Available Plan Commission Meeting Date:**☐ Yes ☐ No ☐ N / A*Held the first Monday of every month at 6:15 PM, as needed.***APPLICATION FOR TOURIST ROOMING HOUSE PERMIT****Permit Type:**☐ **New Application**☐ **Annual Renewal****Applicant's Contact Information**

Name of Applicant: _____

Address of Applicant: _____

Applicant Telephone: _____

Applicant Email: _____

Property DetailsTax Parcel Number: 002- _____

Address of Proposed Rooming House: _____

Property Zoning: _____

Resident Agent's Contact Information *(Must Reside Within 25 Miles of Rooming House Property)*

Name of Resident Agent: _____

Address of Resident Agent: _____

Resident Agent Telephone: _____

Resident Agent Email: _____

The following must be submitted with each NEW application, or no permit will be issued.

- Copy of Sauk County Board of Adjustments Special Exception Permit Application.
- Copy of Sauk County Board of Adjustments Finding of Facts or Determination.
- Copy of Subdivision Landowners Approval. *(If Applicable)*

NO ROOMING HOUSE LOCATION MAY BE RENTED / OCCUPIED UNTIL ALL INSPECTIONS AND REPORTS ARE COMPLETED AND ALL REQUIRED PERMITS ARE ISSUED BY THE PROPER

LICENSING AUTHORITY.

Acknowledgement of Understanding

To the Town of Baraboo, in the County of Sauk, of the State of Wisconsin: I, the undersigned, understand that by applying for this Tourist Rooming House Permit, I am bound to all Town of Baraboo Ordinances, including Chapter 37 or its replacement, and any other Sauk County and State of Wisconsin codes or regulations that may apply. I also grant access to this property for required inspections and code enforcement prior to approval of this permit, and during subsequent operation.

Print Name: _____

Signature: _____

Date: _____

Submit application and payment to:

Town of Baraboo
101 Cedar Street
Baraboo, WI 53913-1182

This application must be filed for renewal before April 1st of each year, in accordance with § 37.06(C) of Chapter 37 of the Town of Baraboo Code of Ordinances. The permit is valid from June 1st or date of issuance through May 31st of the following year.