

**City of Reedsburg Land Use Application**

134 S. Locust St.  
PO Box 490  
Reedsburg, WI 53959

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**APPLICANT:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_

**ZIP:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

**PROPERTY OWNER:** (if different from Applicant) \_\_\_\_\_

**LOCATION:** \_\_\_\_\_ **PARCEL #:** \_\_\_\_\_

**LAND USE REQUEST**

(Please describe one or more as applicable – attach extra pages/maps if necessary)

**Certified Survey Map (CSM):** \_\_\_\_\_

**Conditional Use Permit:** \_\_\_\_\_

For *CONDITIONAL USE PERMIT* requests, also answer "A & B" on back page.

**Preliminary Plat:** \_\_\_\_\_ **Final Plat:** \_\_\_\_\_ **Name of Plat:** \_\_\_\_\_

**Rezoning - From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **TID #** \_\_\_\_\_

**Site Plan Review:** (See "B" on back page) \_\_\_\_\_

**Zoning Appeal / Interpretation:** \_\_\_\_\_

**Zoning Variance:** \_\_\_\_\_

For *VARIANCE* requests, also answer "C" on back page.

**Other or Annexation:** \_\_\_\_\_

**AFFIDAVIT**

*I certify that the information and plans submitted are true and accurate to the best of my knowledge. I also give permission to City zoning officials to enter my property for inspection purposes and for a temporary Zoning sign to be placed in my yard prior to the meeting.*

\_\_\_\_\_/\_\_\_\_\_

**Applicant Signature / Date**

\_\_\_\_\_/\_\_\_\_\_

**Owner Signature / Date**

**Extraterritorial Committee Date:** \_\_\_\_\_  
**Plan Commission Date:** \_\_\_\_\_  
**Board of Zoning Appeals Date:** \_\_\_\_\_  
**City Council Action & Date:** \_\_\_\_\_

Account #10-461500-00

***The applicant or representative MUST ATTEND the meeting.***

Cond Use; Site Plan \$153	_____
Cond Use-Agriculture \$400	_____
Variance \$112	_____
Rezoning \$200	_____
C.S.M. \$171	_____
Subdivision Plat \$610	_____
- w/ Stormwater Plan \$100	_____
Flood Plain Zone \$189	_____
Annexation \$200	_____
Plan Amend \$200	_____
Date Paid	_____
Receipt #	_____

**A. Please describe how your request meets each of the following Conditional Use standards as applicable. Attach additional pages if needed.**

- (A) *Proposed operation* - No Conditional Use shall be approved by the Plan Commission unless it finds that the use for which such permit is sought will not be injurious to the neighborhood or otherwise detrimental to the public welfare and will be in harmony with the general purpose of this ordinance and will not place demands on fire, police, or other public resources in excess of current capacity.
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- (B) *Architectural plans; existing and proposed structures* - The proposed conditional land use shall be designed, constructed, operated, and maintained so as not to diminish the opportunity for surrounding properties to be used and developed as zoned.
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- (C) *Character and use of adjoining buildings and those in the vicinity* - The proposed conditional land use shall not involve uses, activities, processes, materials, or equipment that would create a substantially negative impact on other conforming properties in the area by reason of traffic, noise, smoke, fumes, glare, and odors.
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- (D) *Traffic generation, circulation and parking areas* - The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area.
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- (E) *Traffic generation and circulation, highway access and driveway locations* - The proposed conditional land use shall be adequately served by public or private streets.
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- (F) *Sewerage and water systems* - The proposed conditional land use will be adequately served by water and sewer facilities, and refuse collection and disposal services.
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**B. Site Plan Requirements.**

- (A) North arrow
- (B) Location of property lines, dimensions, and setbacks.
- (C) Location of existing and proposed public roads, rights-of-way and private easements of record.
- (D) Location of existing water bodies, surface drainage ways, stormwater controls, floodplains, and wetlands.
- (E) Location of existing and proposed buildings.
- (F) Location of parking areas and all exterior lighting.
- (G) Location of all loading / unloading areas.
- (H) Location of all sidewalks, walkways, bicycle paths and areas for public use.
- (I) Location of all utilities on the site.
- (J) Location and specifications for all fences, walls, and other screening features.
- (K) Location and specifications for all existing and proposed perimeter and internal landscaping.
- (L) Location and specifications for screening of all trash receptacles and other solid waste disposal facilities.
- (M) Location and specifications for proposed signs.
- (N) Elevation drawings for proposed commercial structures.
- (P) Floor plans, when needed to determine the number of parking spaces required.

**C. Please describe how your request meets each of the following Variance standards. Attach additional pages if needed.**

To grant a variance, the Board of Appeals must find four things:

- 1) The variance will not be contrary to the public interest. \_\_\_\_\_
  - 2) Substantial justice will be done by granting the variance. \_\_\_\_\_
  - 3) The variance is needed so that the spirit of the ordinance is observed. \_\_\_\_\_
  - 4) Due to special conditions, a literal enforcement of the provisions of the zoning ordinance will result in unnecessary hardship. \_\_\_\_\_
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- (C) Variance Hardship. A property owner bears the burden of proving "unnecessary hardship" by demonstrating either of the following:
- 1) For an area variance, that strict compliance with a zoning ordinance would unreasonably prevent the property owner from using the property for a permitted purpose or would render conformity with the zoning ordinance unnecessarily burdensome.
  - 2) For a use variance, that strict compliance with a zoning ordinance would leave the property owner with no reasonable use of the property in the absence of a variance. In both situations, the property owner bears the burden of proving that the unnecessary hardship is based on conditions unique to the property, rather than personal considerations, and that the unnecessary hardship was not created by the property owner.