

VILLAGE OF FRANCIS CREEK

CONDITIONAL USE

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A Conditional Use allows an owner to put property to a use which the zoning ordinance expressly permits when certain conditions are met. In designating conditional uses, a community has determined that such uses are not suited to all locations in a zoning district but may be authorized if adaptable to the limitations of a particular site and adjacent land uses. A Conditional Use is sometimes called a special exception. The two terms mean the same thing.

PERMIT PROCESS

The following items are required:

1. Submit a completed application form with a \$200 non-refundable fee.
2. Provide a detailed description of your project, and a site plan.
3. Allow the Village Board to conduct an on-site inspection of the property. Proposed structure location should be clearly identified.
4. Attend a public hearing on your application. Contact the Village Clerk if you cannot attend.

CONDITIONAL USE PERMIT CRITERIA

In review of an application, the Board will consider the following factors in deciding whether to grant a conditional use permit.

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety and general welfare.
2. The proposed use will be designed, operated and maintained so as to be harmonious with the existing or intended character of the general vicinity and that such use will not change the essential character of the area in which it is proposed to be located.
3. The location, size, nature and intensity of the proposed operation or use of the site will be in harmony with the orderly development of the district and, further, that the location, nature and height of the buildings, walls and fences on the proposed site

will not discourage the appropriate development and use of adjacent lands or buildings or impair the value thereof.

4. The proposed use will be adequately served by essential public services and facilities and the use will not create excessive additional public cost to be detrimental to the economic welfare of the Village.
5. Operations in connection with any conditional use shall not be more objectionable to nearby properties by reason of noise, fumes, vibrations or flashing lights than would be the operation of a permitted use.
6. Conditional uses may be authorized only if it is determined that the spirit and intent of this ordinance is observed; that there will be no adverse effect upon the adjacent properties, and that substantial justice is done if the use is authorized.
7. The proposed conditional use must be found to be equal to or an improvement in relation to property in the immediate vicinity and to the Village as a whole.

Other relevant factors under State Law and the Francis Creek Zoning Ordinance.

HEARING PROCESS

After the Village Board receives your application materials, it will notify you in writing of the hearing date and time. It will also post a hearing notice and send a copy to the neighboring property owners.

At the hearing, you may appear in person or be represented by agent or attorney to speak on your behalf. As the property owner you must provide verifiable facts upon which the Village Board can base its decision. Other people can also attend the hearing to testify for or against your request.

VILLAGE BOARD DECISIONS

- * The Village Board will consider the evidence presented and make a decision.
- * If the Village Board has sufficient information it will either approve, modify and approve, or deny your request. It may table your request until you provide more information if needed.
- * The Village Board will issue a written decision and send the same to the applicant.

Village of Francis Creek
(Please print clearly)

CONDITIONAL USE APPLICATION

Ordinance(s) affected:

Section(s):

OWNER/APPLICANT

Owner

Applicant/Agent
(if different)

Address (1) _____

Address (1) _____

City/State/Zip _____

City/State/Zip _____

Phone _____

Phone _____

PROPERTY LEGAL DESCRIPTION

_____ 1/4, _____ 1/4, S _____ T _____ N R _____ E Town of _____

House or Fire # _____

Tax Number _____

PROPERTY INFORMATION

Zoning District(s) _____

Proposed building dimensions _____ Ft. _____ Ft.

Proposed property dimensions _____ Ft. _____ Ft.

List current improvement: _____

PROPOSED PROJECT

Describe the proposed project _____

PROPOSED USE

Describe the proposed use _____

ZONING CRITERIA

How does the project address/satisfy the zoning requirements: _____

Return to:

Village of Francis Creek
P.O. Box 100
Francis Creek, WI 54214

I have been informed and have willingly agreed to pay for the required public hearing notice and allow the Francis Creek Village Board access to the property for the matter of gathering and assessing information pertaining to this appeal.

Signature (applicant, owner, agent)

Date: _____

Village of Francis Creek

SITE PLAN

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The site plan is an important piece of information in your file. An accurate diagram showing the relationship of your buildings and/or proposed construction to the lot lines, shorelines, highways, structures on adjacent property and other physical features provides us with the essential information we need. It is not required that you submit professional quality plans, but if you cannot accurately and clearly illustrate your proposal, it is recommended that you obtain assistance in preparing your site plan.

Some general guidelines:

- Use a ruler. Freehand drawings are often of questionable accuracy.
- Scaled or well-proportioned drawings are preferred.
- If a survey is available, sometimes it works well to sketch your proposal directly on a copy of it.
- Accurately measure and illustrate all the critical measurements and do not estimate.
- The correct setback measurement is the shortest straight line between the building and the line being measured to.
- Supplemental drawings, such as cross-sections, may be helpful.
- Locations of wells and septics should be provided for yours and adjacent properties.

