



Town of Grand Rapids

Conditional Use Permit Application

Application Fee \$75

FOR OFFICE USE ONLY

Date Received:	Date Paid:	Total Fee:	Permit #:
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APPLICANT INFORMATION

Name:	Address:		
Phone Number:	Secondary Phone Number:	Email Address:	

OWNER INFORMATION (ONLY COMPLETE IF DIFFERENT FROM ABOVE)

Owner Name:	Site Address:		
Owner Phone Number:	Owner Secondary Phone:	Owner Email Address:	

PROPERTY INFORMATION

Zoning District:	Total Square Feet:	Total Acres:	Parcel #:
Existing use of Property:		Neighboring Uses:	

GENERAL APPLICATION REQUIREMENTS:

Applications will not be considered until a completed application has been submitted. If you have questions regarding any application requirements, please contact the Town Zoning Administrator to review the application and information provided. Applications are due three weeks prior to the Plan Commission meeting. The following constitutes a complete application:

- ☐ Completed and signed application form
- ☐ Completed Supplemental Information
- ☐ Site plan drawn to scale, showing land in question, location/length/direction of each boundary, and location/existing use of all buildings and principal use of the property.
- ☐ Application fee

The Town of Grand Rapids Board of Supervisors has the authority to grant conditional use permits only when the standards of the Town Code of Ordinances are met. The standards are in Ordinance Section 52.5. At the public hearing, the applicant may appear in person or through an agent of his/her choice. The applicant/agent may present testimony, evidence and arguments in support of the application. All site plans, photos, etc. will remain in the property file with the Town.

I hereby certify that the above information is accurate, and I agree to comply with all applicable ordinances of the Town of Grand Rapids and with the conditions of this permit. I understand that it is my responsibility to determine if my use is subject to regulations of any other entity such as Wood County, the State of Wisconsin, or a homeowner's association. The issuance of this permit creates no legal liability, express or implied, on the Town of Grand Rapids.

Applicant (Sign): _____ Print: _____ Date: _____

SUPPLEMENTAL INFORMATION

To process your application as quickly as possible, please fill in all the sections below that are applicable to your request, and attach all appropriate maps or plans described below that are relevant to your request.

1. Written description of the proposed use:

(Please provide a general description of the proposed conditional use and any site improvements planned):

2. Please describe any existing structures and proposed structures:

(For any structure identified, identify type of construction):

3. If the proposed use involves a business activity, fill in all the following:

a. Please provide a description of the type of business activity, including days and hours of operation and number of employees:

b. Describe any equipment used in the business activity:

c. Describe any abatement measures that will be implemented in the following areas:

- Noise abatement measures: _____
- Vibration abatement measures: _____
- Dust control measures: _____
- Measures to control fumes or odors: _____
- Any visual screening measures (plants, fences, walls, etc.): _____
- Additional waste generated: _____