



Town of Monroe

981 County Rd Z
Arkdale, WI 54613
Phone: 608-564-7271
Fax: 608-564-2283



TownOfMonroe@mwwb.net

www.TownOfMonroeAdamsCoWI.com

Non-Refundable Fee: \$25.00

DATE: _____

Applicant Contact Info

Name _____

Phone #s _____

Site Address: _____ Site # _____

Mailing Address: _____ Home # _____

Email Address: _____ Cell # _____

Contractor's Name: _____ # _____

Required Specifications

A. Square footage _____ Minimum **950** Square feet

B. Roof Slope _____ Minimum **3/12** pitch

C. Plat Map Attach Found online at: www.adamscountygis.com
Or obtain from staff at Adams County Planning & Zoning

D. Sketch map showing Building location Attach Include lot lines showing distance to existing buildings, driveway and any future buildings

NOTE: Further items including soil / slope analysis (12% max) may be requested
This application is necessary for any structure (permanent or portable) over **150** square feet.
See Building Ordinance for more information

Application Process

1. Applicant to complete application; include all supplemental information; pay fee and either bring in or send all paperwork to the Town Clerk.
2. Town Clerk may approve if Application meets Town of Monroe required specifications.
3. If not, Town Clerk will add application request to Town Planning Commission meeting agenda.
4. Planning Commission can give final approval if guidelines met, or forward to Town Board.
5. Recommendation from Planning Commission presented to Town Board for final approval.
~ Process could take one or more meetings.

Signature _____ Date _____

Town Clerk
App'd _____

Planning Commission
App'd _____ Denied _____

Town Board
App'd _____ Denied _____