

APPENDIX E
MISCELLANEOUS INFORMATION

2002 Building Permit Application

Town of Sumpter, Sauk County, Wisconsin

Instructions:

1. It is strongly recommended that the applicant meet with a Town Board or Plan Commission Member **prior** to completing this application and related Site Plan to ensure that the applicant properly completes the application.
2. The applicant must complete and sign this form and provide all material listed within this application and submit a completed Site Plan. A description of how to develop a Site Plan is available from the Plan Commission.
3. Once this application and Site Plan are completed, they must be turned into the Town Clerk or Chair who will review it for completeness. Incomplete applications will not be accepted.
4. Once a completed application is accepted, the applicant will be placed on the next available agenda of the Plan Commission. Note: Review by the Plan Commission can include a request for additional information thereby requiring the applicant to appear before the Plan Commission at additional meetings.

A completed and accurate application and Site Plan will aid to negate this possibility. Once the application is complete and the Plan Commission no longer has questions, they will make a recommendation to the Town Board of approval or denial. The Plan Commission reserves the right to suggest changes to the proposal prior to such recommendation.

5. The Town Board either accepts or rejects the recommendation of the Plan Commission. If the recommendation is accepted, the building permit can be issued. The Town Board reserves the right to suggest changes to the proposal at any time during the application process.

Please note: The application and attachments become part of the official public records of the Town of Sumpter and Sauk County and are therefore not returnable.

ZONING:
CURRENT _____ PROPOSED _____

PROJECT
LOCATION _____

PROPERTY
OWNER _____

APPLICANT _____

PHONE
NUMBER _____

MAILING
ADDRESS _____

SIGNATURE OF APPLICANT _____ DATE _____

SURVEY/PLAT

Surveys and plats shall be signed and sealed by a registered surveyor and should include a legal description, computation of the total acreage of the site and any other requirements as defined by Wisconsin State Statutes Chapter 236 and Sauk County Code of Ordinances, Chapter 22.

OWNER'S CONSENT FORM

_____, the sole owner of record of the
Owner's Name

property legally described as:

states that he/she has thoroughly examined and is familiar with the application submitted to the Town of Sumpter, Sauk County, WI submitted by _____, on behalf
Agent/Representative

of _____ and expressly consents to the use of the
Applicant/Owner's Name

subject property for the purpose _____ described in the
Type of Request

application and expressly consents to all conditions which may be agreed to for the application which may be imposed by the Town of Sumpter and Sauk County.

By _____
Owner's Name