

# TOWN OF SUMPTER

E10496 County Road C  
North Freedom, WI 53951  
townofsumpter@gmail.com

## **CONDITIONAL USE PERMIT (CUP) APPLICATION**

**A non-refundable fee of \$175 (payable to the Town of Sumpter) must accompany the Application. The CUP application & the fee payment must be received by the Town Clerk at least 10 days prior to the Plan Commission meeting.**

APPLICATION COMPLETED BY: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PROPERTY OWNER(S): \_\_\_\_\_

ADDRESS OF AFFECT PROPERTY: \_\_\_\_\_

### **DESCRIPTION OF PROPERTY**

TAX PARCEL # \_\_\_\_\_ ACREAGE: \_\_\_\_\_

EXISTING ZONING: \_\_\_\_\_

INTENDED USE: \_\_\_\_\_

DESCRIBE THE CONDITIONAL USE PERMIT REQUEST: (ATTACH AN ADDITIONAL PAGE IF NEEDED: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

YOUR NARRATIVE BUSINESS PLAN MUST INCLUDE A LIST OF CHANGES THAT WILL OCCUR IF THE CONDITIONAL USE PERMIT IS APPROVED, A TIMELINE FOR COMPLETION OF ALL CHANGES REQUIRED FOR THE PROPOSED USE, A SITE PLAN SHOWING THE PROPOSED AREA AFFECTED BY THE CHANGE OF USE AS WELL AS ALL CURRENT STRUCTURES, AND ALL ITEMS REQUIRED BY THE COUNTY.

A COPY OF THE COMPLETED SAUK COUNTY CONDITIONAL USE APPLICATION MUST BE ATTACHED. ANY INFORMATION LISTED ABOVE THAT IS INCLUDED IN THE COUNTY APPLICATION DOES NOT NEED TO BE DUPLICATED.

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## CERTIFICATION

I certify by my signature that all information presented herein is true and correct to the best of my knowledge. I give permission for the Town of Sumpter board members or their designee(s) to enter the property for the purpose of collecting information to be used as part of the application review and/or approval process. I understand the conditional use fee is non-refundable, regardless if the conditional use is approved or denied. I understand that the fee for this application is only for the conditional use request and if permits are required for the project those will require separate application(s) and/or fee(s). I understand that the application must be complete prior to the request being added to the Town of Sumpter Plan Commission and/or Town Board agendas.

I agree that the property and business use will be in compliance with Town and County ordinances.

I agree to reimburse the Town for all reasonable engineering and attorney fees incurred by the Town on behalf of the property owner/applicant for the proposed purpose detailed above. I further agree to pay the Town for all invoiced items within thirty (30) days of billing by the Town. If not paid when due, a special charge to reimburse the Town may be added to the next property tax bill of the Property Owner.

OWNER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

CO-APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## Standards and Criteria

The establishment, maintenance, or operation of the proposed use may not be detrimental to or endanger the public health, safety, or general welfare of the occupants of surrounding lands.

The use will be designed, constructed, operated, and maintained so as to be compatible and be appropriate in appearance with the existing or intended character of the general vicinity, and that such use may not change the essential character of the area by substantially impairing or diminishing the use, value or enjoyment of existing or future permitted uses in the area.

Does the site have adequate utilities?

Does the site have access to roads and highways?

Does the site have suitable ingress and egress?

Is the site designed to minimize traffic congestion, and the potential effect on traffic flow?

The Town may request the county include conditions or restrictions on the establishment, location, maintenance, and operation of the conditional use.