

**Return original and 7 copies and the required fee to:**

Bill Clancy, Town Clerk  
7226 Old Highway 57  
Greenleaf, WI 54126

Office Use Only:

Date Filed: \_\_\_\_\_

\$500 Fee

Paid:

YES

NO

**TOWN OF HOLLAND**  
**Conditional Use Permit Application**

**Items required to be submitted with Application:**

- Written legal description of Conditional Use Permit boundaries.
- Scaled drawing of the property showing existing/proposed buildings, setback requirements, driveway, parking area, outside storage areas, location/type of exterior lighting, any natural features and proposed signs.
- Scaled map showing neighboring area and uses and zoning districts. (Maps are available at Brown County's website, <https://prod.landrecords.browncountywi.gov>)
- Written operations plan describing the items listed below.
- Written statement on how the proposal meets the eight (8) standards of a Conditional Use (see Page 2).

**Applicant / Agent Information:**

Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
(Last, First, Middle)

Address \_\_\_\_\_  
(Street, City, Zip Code)

Email Address \_\_\_\_\_

**Property Owner Information:**

Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
(Last, First, Middle)

Address \_\_\_\_\_  
(Street, City, Zip Code)

Email Address \_\_\_\_\_

**Parcel Information:**

Parcel Address \_\_\_\_\_

Parcel Numbers Affected \_\_\_\_\_

Existing / Proposed Zoning District \_\_\_\_\_

- |                                    |                               |  |
|------------------------------------|-------------------------------|--|
| • <b>Type of Activity Proposed</b> | • <b>Outside Storage</b>      | • <b>Proposed Signs</b>                          |
| • <b>Hours of Operation</b>        | • <b>Outdoor Activities</b>   | • <b>Trash Removal</b>                           |
| • <b>Number of Employees</b>       | • <b>Outdoor Lighting</b>     | • <b>Eight (8) Standards of CUP (see Page 2)</b> |
| • <b>Anticipated Customers</b>     | • <b>Outside Loudspeakers</b> |  |

*Additional information may be requested by the Town and a separate checklist for mineral extraction or cell tower uses will be required.*

The statements provided are true and provide an accurate depiction of the proposed land use. I authorize that I am the owner or have permission to act on behalf of the owner of the property.

Submitted by: \_\_\_\_\_  
Printed name: \_\_\_\_\_

Date: \_\_\_\_\_

## EIGHT STANDARDS OF A CONDITIONAL USE PERMIT

*Provide an explanation on how the proposed land use will meet all eight standards.*

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, comfort or general welfare.
2. The uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by establishment, maintenance or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the conditional use.
5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
6. That the conditional use shall conform to all applicable regulations of the district in which it is located.
7. The proposed conditional use is consistent with adopted Town and County Comprehensive Plans.
8. If located in the Farmland Preservation (FP) area, the conditional use meets the necessary findings to be located in the district.

**Rezoning Petition/Conditional Use Permit Application Checklist:**

This checklist is intended to be a guide. All other requirements shall also be met. The Town of Holland Zoning Ordinance can be found on the Town's website, [holland-wi.us](http://holland-wi.us), under Town Ordinances.

- \_\_\_\_\_ Review the Town of Holland Zoning Ordinance to determine if your plan meets the requirements.
  
- \_\_\_\_\_ Contact the Town Clerk of obtain a Conditional Use Permit Application or a Rezoning Petition if needed.
  
- \_\_\_\_\_ Fill out the application completely and forward with fees and supporting documentation to William Clancy, Clerk, Town of Holland, 7226 Old Highway 57, Greenleaf, WI 54126.
  
- \_\_\_\_\_ Attend the public meeting before the Town Plan Commission. Be prepared to answer any questions they may have.
  
- \_\_\_\_\_ Complete any requirements determined by the Plan Commission.
  
- \_\_\_\_\_ Contact Town of Holland Building Inspector Mary Johnson at 920-685-6755 to apply for a building permit. You need both a permit and inspection for the following:
  - a) to build a new dwelling or building, or
  - b) to make any additions or structural changes to a dwelling or building.