



APPLICATION FOR SPECIAL USE PERMIT CITY OF WAUPACA, WISCONSIN

Please note the petitioner shall complete all items in red. The City shall not accept an incomplete application. All Special Use Applications shall be filed by 4:00 p.m. four weeks prior to the Plan Commission at which the Public Hearing is to be scheduled. Please see Plan Commission schedule to confirm submission date.

SUBJECT PARCEL

Address: _____

Tax Key: _____ Zoning: _____

Legal Description:

The undersigned, does hereby respectfully petition the City of Waupaca to permit a Special Use Grant as provided in Section 17.440 of the Zoning Code. Said grant is for the following use:

I understand that it is my responsibility to provide the following information as well as any additional information, if necessary, to show that these criteria have been met in accordance with Section 17.440 of the City of Waupaca Zoning Code.

PETITIONER: The following are to be provided at the time of submission in accordance with the requirements of Section 17.440 of the City of Waupaca Zoning Code:

- 2 Copies of the current survey (no larger than 11" X 17") showing all existing and proposed improvements along with a metes and bounds description in a word document format.
- One copy of the survey on a CD (Use PDF Format).
- A complete Site Plan Review Checklist.
- Photos illustrating existing condition of property.
- \$350 fee payable to the City of Waupaca.

Property Owner

Owner's Agent

Name _____

Name _____

Signature _____

Signature _____

Address _____

Address _____

City _____ State _____ Zip _____

City _____ State _____ Zip _____

Phone _____

Phone _____

Fax _____

Fax _____

*The current property owner shall acknowledge a Special Use Petition on behalf of an agent (i.e., prospective buyer) prior to submission of the petition.

(For Office Use Only)

Date Filed: _____
Fee: _____ \$350.00 _____
Receipt No: _____

111 S. Main Street
Waupaca, WI 54981

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Revised 01/2016