

TOWN OF MITCHELL

CONDITIONAL USE PERMIT

Applications are due 30 days prior to the Plan Commission meeting date on which they will be placed on the agenda. The Clerk will not accept incomplete applications. No hearing will be scheduled unless all required information is attached – no exceptions. Additional information may be requested by the Town of Mitchell’s Town Board and/or Plan Commission. Application fee: \$150.00

Date: _____

1. Name of property owner: _____
2. Owner’s address: _____
3. Owner’s phone number: _____
4. Name of applicant (if different than owner) : _____
5. Applicant’s address: _____
6. Applicant’s phone number: _____
7. Address/location of property: _____
8. Tax parcel number: _____
9. Existing zoning of the property: _____
10. Current size of parcel: _____
11. Types of structures: _____
12. Proposed structures, parking, and access: _____

13. Proposed use/operation of property: _____

14. Hours of operation: _____

15. Number of Employees: _____

16. Attach drawing or sketch of property (show location, dimensions, existing uses, current buildings, proposed structures, and proposed uses.)

I/We hereby certify that all the above statements and attachments submitted hereto are true and correct to the best of my/our knowledge and belief.

Signature of petitioner: _____

Signature of petitioner: _____

Date received: _____

Plan Commission Public Hearing: _____

Town Board Public Hearing: _____

Date approved: _____