



VILLAGE OF SOMERS

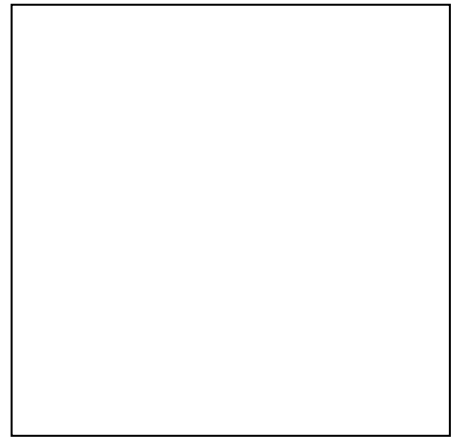
Department of Planning and Development

TEMPORARY USE APPLICATION

Owner: _____

Mailing Address: _____

Phone Number(s): _____



To the Village of Somers Board of Appeals:

The Village of Somers Board of Appeals is required to hear and grant temporary uses by the language set forth in section 12.36-5(a)5 of the Village of Somers General Zoning and Shoreland/Floodplain Zoning Ordinance. The owner or assigned agent seeks approval of a temporary use permit.

Parcel Number: _____ Zoning District: _____

Property Address: _____ Shoreland: _____

Subdivision: _____ Lot(s): _____ Block: _____

Current Use: _____

REQUIRED BY ORDINANCE

Section: VII. B. 12.36-5(a)5 -

Temporary Use being requested:

(Note: petitioner must attach a separate site plan drawing showing the layout of the intended use (stand(s), trailer(s), tent(s), container(s), signage, building(s), etc...) along with a business write-up describing dates of operation, hours of operation, parking, sanitation, employment, safety etc...)



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Department of Planning and Development

TEMPORARY USE PERMIT PROCEDURES BEFORE THE BOARD OF APPEALS

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- 1. Contact the Department of Planning & Development and set an appointment. Bring the following for your pre-application meeting.
 - A. A Completed Temporary Use Permit Application.
 - B. A copy of your tax bill or a copy of the recorded deed of transfer if you have owned the property for less than a month (this is to provide proof of ownership). If you are in the process of purchasing the property you need to provide a signed and accepted purchase agreement or if you are a realtor or contractor, a letter from the current owner granting you agent status to act on their behalf.
 - C. A survey or to-scale site plan of the property with the following information provided.
 - ❖ Size and location of all existing structures on the property and their distances from property lines -- (street yard setback should be taken from the edge of the road right of way).
 - ❖ Location and dimensions of the proposed structure(s) or where the proposed addition is to be placed on an existing structure.
 - ❖ Show what the resulting area and setbacks will be for proposed structure.
 - ❖ Location of the any well and on-site waste disposal system -- (septic systems must show both the septic tank size and dimensions of the field), if applicable.
 - D. The required filing fee (non-refundable) is required at application time payable to "Kenosha County".
 - 2. Submit the above information to the Kenosha County Department of Planning and Development by the filing deadline (_____). You will be given two copies of the date-stamped application.
 - 3. Submit 15 copies of the date-stamped application to the Village of Somers clerk for placement on the agenda of the Village of Somers Board of Appeals.
 - 4. Attend the Village Board of Appeals meeting. NOTE: You must attend or the Village will not be able to act on your request. At this meeting you will be asked to brief the committee on your request.

Village Board of Appeals meeting date (tentative): _____

- ❑ 5. If the Board of Appeals grants your temporary use permit request you may obtain your Zoning Permit from the Kenosha County Department of Planning and Development the day after the meeting.
- ❑ 6. Temporary use permits are only valid for the duration proposed in the permit application or approved by the Board of Appeals. Pursuant to the Village of Somers General Zoning & Shoreland/Floodplain Zoning Ordinance, under no circumstance is a temporary use permit valid for more than one year after the date of approval by the Board. If a more restrictive timeline of operation is approved by the Board as part of the submitted application paperwork or part of the Board's conditional approval, said operational hours shall be in effect.
- ❑ 7. If the Board of Appeals denies your variance you have thirty (30) days to file an appeal with circuit court.

IMPORTANT TELEPHONE NUMBERS

Kenosha County Center	
Department of Planning & Development	
19600 - 75 th Street, Suite 185-3	
Bristol, Wisconsin 53104	
Division of County Development (including Sanitation & Land Conservation).....	857-1895
Facsimile #.....	857-1920
Public Works Division of Highways	857-1870
Administration Building	
Division of Land Information.....	653-2622
Village of Somers	859-2822
Wisconsin Department of Natural Resources - Sturtevant Office	884-2300
Wisconsin Department of Transportation - Waukesha Office	548-8722

**ATTACH BUSINESS
SUMMARY HERE**

ATTACH TO-SCALE MAP OF
PROPERTY SHOWING SITE
PLAN OF OPERATION HERE