

Town of St. Germain, Petition to Zoning Board of Appeals

Application date _____ Applicant name _____

Applicant address _____

Applicant telephone _____ Applicant email _____

Subject property: Parcel #24 - _____ Zoning district _____

Applicant is: Property owner Agent for property owner Aggrieved 3rd party

Applicant signature _____

Instructions:

1. Complete Section A, B or C (add page if needed, see back of this page for instructions)
2. Provide \$350.00 fee (payable to Town of St. Germain)
3. Submit completed form, payment and any additional documentation to:
Town of St. Germain, Clerk, P. O. Box 7, St. Germain, WI 54558
4. See back of this page for a summary of the process following filing the petition.

Section A: Appeal of Zoning Committee decision regarding a Conditional Use Permit (CUP)

Date of CUP public hearing: _____ Attach Zoning Committee "Findings and Decision"

Section B: Appeal for variance from setback or density provision of the Zoning Ordinance

Date of Zoning Permit Denial: _____ Attach denied Zoning Permit application

Section C: Appeal for reason other than Section A or B

Clerk's use:

Received by _____ Date received _____ Fee received \$ _____

Section A: Appeal of Zoning Committee decision regarding a Conditional Use Permit (CUP).

The following is extracted from the St. Germain Zoning Ordinance, section 1.606(G).

An appeal from the decision of the Zoning Committee may be taken to the Board of Appeals by the applicant for the conditional use permit or by an aggrieved party. Such appeal must specify the grounds thereof in respect to the finding of the Zoning Committee and must be filed with the Board of Appeals within 30 days of the final action of the Zoning Committee. The Board of Appeals shall fix a reasonable time for the hearing of the appeal and give public notice thereof as well as due notice to the parties in interest and decide the same within a reasonable time. The action of the Zoning Committee shall be affirmed, unless the Board of Appeals reverses or modifies the action of the Zoning Committee.

Section B: Appeal for variance from setback or density provision of the Zoning Ordinance

The following is extracted from the St. Germain Zoning Ordinance, section 1.608(A).

Appeals to the Town Board of Appeals may be taken by any person aggrieved or by any officer, department, board or bureau of the Town affected by a decision of the office of the Zoning Administrator or of the Zoning Committee. Such appeal shall be taken within 30 days as provided by the rules of the Board of Appeals by filing with the Town Clerk a notice of appeal specifying the grounds thereof. Upon filing of an appeal, the Zoning Administrator shall transmit to the Board all the paper constituting the record upon which the action appealed from was taken.

Section C: Appeal for reason other than Section A or B

The following is extracted from the St. Germain Zoning Ordinance, section 1.607(A).

A variance is an exemption from the application of a setback, dimensional or density standard required by this chapter or a use which varies from that otherwise permitted under this chapter. In the case of a request for a deviation which is 5% or less of a required setback, dimensional or density standard under the following paragraphs, this section shall not apply and the procedures under §1.606 shall be used:

- (1) Dimensional and minimum dwelling area standards contained in §1.202 of this chapter.*
- (2) Setback standards contained in Zoning District Regulations §1.304 through §1.315 of this chapter and waterfront lot densities incorporated by reference from the Vilas County Shoreland Zoning Ordinance.*
- (3) Dimensional and density requirements for campgrounds contained in §1.403(B)(2) of this chapter.*

Process following filing the petition:

1. The chairpersons of the Zoning Committee and the Zoning Board of Appeals will be notified by the Town Clerk of the petition having been received.
2. A public hearing date will be established.
3. Notice of the public hearing will be:
 - A. Sent to the appropriate property owners
 - B. Published in two editions of the Vilas County News Review
 - C. Posted for public view in accordance with St. Germain Town Board posting practices
4. A written decision by the appeals board will be provided to the petitioner within five business days.