



Conditional Use  
Town of Hartford

Town of Hartford  
3360 Hwy K  
Hartford, WI 53027

**Overview:** The Town's Zoning Ordinance identifies land uses that may be allowed in each of the zoning districts either by right or as a conditional use. By definition, a conditional use is A use whose nature, character or circumstance is so unique or so dependent upon specific conditions that predetermination of permissibility by right is not practicable but which may be permitted on a case-by-case basis subject to the conditional use permit procedure. The Planning Commission conducts a public hearing to solicit input from the general public and other interested parties. When reviewing conditional use applications, the Planning Commission serves in an advisory capacity to the Town Board, which makes the final decision. The recommendation of the Planning Commission and the decision of the Town Board are based on the evidence and testimony received as part of the application and through the public hearing process.

**Governing regulations:** The procedures and standards governing the review of this application are found in Chapter 10.03 of the Town of Hartford Zoning Ordinance. General instructions: Application materials should be submitted to the Town Clerk at the mailing address shown above. If you have any questions, do not hesitate to contact the Town Planner at (262) 204-2350 or via email at [ben.greenberg@cedarcorp.com](mailto:ben.greenberg@cedarcorp.com).

**1. Applicant and agent information** Include the names of the agent, if any, that helped prepare this application including the supplemental information. Examples include surveyors, engineers, landscape architects, architects, planners, and attorneys.

Applicant	Agent (if any)
Name:	
Street address:	
City, state, zip code:	
Daytime telephone:	
Email address:	

**2. Type of application (select one)**

- New Conditional Use
- Amendment of a previously approved Conditional Use

**3. Subject Property Information**

Physical address					
Tax key number(s)	T6-		T6-		T6-

Note: The tax key number can be found on the tax bill for the property, or it may be obtained from the Town Clerk.

**4. Zoning Information**

The subject property is located in the following zoning district(s). (check all that apply) Proposed land use designation on the future land use map.

<input type="checkbox"/> AP Agricultural Preservation	<input type="checkbox"/> R-4 Pike Lake Residential
<input type="checkbox"/> AT Agricultural Transition	<input type="checkbox"/> C Commercial
<input type="checkbox"/> RR Rural Residential	<input type="checkbox"/> LI Light Industrial
<input type="checkbox"/> R Residential	<input type="checkbox"/> C1 Conservancy
<input type="checkbox"/> OR Outdoor Recreational	

Are there any buildings on the subject property?
<input type="checkbox"/> Yes
<input type="checkbox"/> No

Will the proposed conditional use be located in an existing building or a new building?
<input type="checkbox"/> Existing Building
<input type="checkbox"/> Proposed Building
<input type="checkbox"/> NA

If the conditional use will be in an existing building, is that building classified as “conforming” or “nonconforming?” A nonconforming building does not meet the dimensional requirements for the district in which it is located.
<input type="checkbox"/> Conforming Building
<input type="checkbox"/> Nonconforming Building
If nonconforming, please explain:

What type of sewage disposal facilities will be available to serve the conditional use?
<input type="checkbox"/> A system is not required for the proposed use
<input type="checkbox"/> On-site – sewage disposal system
<input type="checkbox"/> On-site – holding tank
<input type="checkbox"/> Municipal or sanitary sewer district
<input type="checkbox"/> NA

<b>5. Proposed use.</b> Describe the proposed conditional use or amendment in detail. Attached additional pages as needed.
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**6. Applicant certification**

- I certify that all of the information in this application, along with any attachments, are true and correct to the best of my knowledge and belief.
- I understand that I may be charged additional fees (above and beyond the initial application fee) consistent with the Town of Hartford municipal code.
- I understand that submission of this application authorizes town officials, Planning Commission members, Town Board members, employees, and other designated agents to enter the subject property to conduct whatever site investigations are necessary to review this application. This does not authorize any such individual to enter any building on the subject property, unless such inspection is specifically related to the review of this application and the property owner gives his or her permission to do so.
- I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of such written materials.
- I understand that the Town Planner will review this application to determine if it contains all of the required information. If he or she determines that the application is incomplete, it will not be scheduled for review until it is deemed to be complete.

Applicant:

Date:

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