

PLANNED UNIT DEVELOPMENT APPLICATION

Chapter 170, Section K 8., Town of Troy Zoning Ordinance

File #: _____

Office Use Only

APPLICANT INFORMATION

Applicant Name: _____ Owner (if not applicant): _____

Mailing Address: _____ Mailing Address: _____

Daytime Phone: (____) _____ Daytime Phone: (____) _____

E-mail _____ E-mail: _____

SITE INFORMATION

Site Address: _____

Property Location: _____ 1/4, _____ 1/4, Sec. _____, T. _____ N., R. _____ W., Town of Troy (Complete legal description must be attached.)

Parcel Identification Number(s): _____

LAND USE INFORMATION

Zoning Designation: _____

State the nature of your request: _____

 See attached application narrative and application procedures form.

FEES

Application Fee: _____ \$ _____ (plus professional

Supplemental Application Fees: \$ _____ x _____ (# of additional \$ _____ fees/expenses)

Total Fees: _____ requests) \$ _____

- All application fees must be submitted with application and are non-refundable.
- Additional fees paid as directed by the Town Clerk.
- Fees will be doubled for applications submitted after construction project initiated, and/or written enforcement action has commenced.

I attest that the information contained in this application is true and correct to the best of my knowledge.

Applicant Signature: _____ Date _____

Owner (if not applicant) Signature: _____ Date _____

OFFICE USE ONLY

Pre-application Meeting: ___/___/___ With: _____

Complete Application Accepted: ___/___/___ By: _____

Fee Received: ___/___/___ \$ _____ Receipt #: _____ Scheduled Hearing Date: ___/___/___

Phone: (715) 425-2665

Town of Troy

FAX: (715) 425-2551

<http://townoftroy.org>

654 Glover Road, Hudson, WI 54016

5) This is an application and petition to the Town Board to amend the Zoning Ordinance and to change the zoning map of the Town of Troy as requested herein. Please provide any other information to support this application, and any important facts concerning the area proposed for the planned development and the immediate vicinity of the subject site.

6) Additional comments:

APPLICATION:

The deadline for application submittals is the 1st Monday of the month. The Plan Commission generally meets on the first Thursday of the month.

Applications will not be accepted until the applicant has:

- Satisfactorily completed the pre-application conference with Town staff regarding legal, planning, and engineering aspects of the project.
- Filed a completed application with all submittals required by Town staff.
- Resolved any land use violations and paid any outstanding fees owed to the Town of Troy;
- Signed the application form (*the signatures of the property owners and agents acting on their behalf are required*); and
- Submitted the appropriate application fee (*nonrefundable*) payable to the Town of Troy.

REVIEW AND ACTION:

- After the Zoning Administrator, Building Inspector and Town Engineer have completed review of the proposed development plan with town staff, recommendations are prepared for the Plan Commission.
- Town Clerk will then schedule and give public notice of a public hearing before the Plan Commission under the same procedure for the consideration of a conditional use permit in Chapter 170, Section V, of the Town of Troy Zoning Ordinance. The Applicant may appear in person or through an agent or attorney at the public hearing. The Applicant/ agent/attorney may present testimony, evidence and arguments in support of the application.
- Following the public hearing, the Plan Commission then provides recommendation to the Town Board for approval, approval with conditions or denial of the application.
- The application is then scheduled for final action before the Town Board. Upon the Board making a decision on the application, the Town Clerk shall notify applicant of the decision in writing. All site plans and all other documents submitted with the application become the property of the Town of Troy and will remain in the file at the discretion of the Town.

- 📄 Completed and signed application form with fee.
- 📄 **Original plus 10 copies** needed of the entire packet including all supporting information, maps & diagrams.
- 📄 Addendum for additional requests and/or supplemental information sheet (*if required*).
- 📄 Recorded Warranty Deed (*may be obtained at the Register of Deed's office*).
- 📄 Letters to adjacent landowners with stamped envelopes, includes properties across roadways. (please leave unsealed)
- 📄 A complete site plan prepared by a registered land surveyor showing, among other things:
 - project location in the town;
 - lot/parcel dimensions with property lines and all applicable setbacks;
 - minimum of 10-foot contours as determined appropriate by the Zoning Administrator or his/her designee;
 - location of all existing and proposed structures and their square footage and distance from setbacks;
 - location of existing and proposed POWTS, wells, driveways, parking areas, access, signs, and other features; and location of navigable waterways with accurate OHWM, delineated wetlands, bluff lines, slopes in excess of 12%, wooded areas, and any other unique limiting conditions of the property.
- 📄 Other submittals required by Town staff: _____

This is a summary of planned unit development procedures and is subject to the specific requirements and procedures in Chapter 170, Section Y, Town of Troy Zoning Ordinance.