

Rural Accessory Building Determination Application

Town of Eagle (Waukesha County, Wisconsin)

Version: January 17, 2020

Town of Eagle
820 E. Main Street
Eagle, WI 53119

Overview: Upon petition the Town of Eagle Plan Commission may allow more than two accessory structures or more than the allowable floor area in the RR, R-1, and P-1 zoning districts provided the building meets the definition of rural accessory building. A rural accessory building is generally defined as an existing building that (1) is set apart from other buildings as being distinct, due to its construction technique, construction materials, age, historical significance; (2) is characteristic of past agricultural practices or rural life, whether presently utilized or not for such agricultural practice; (3) is associated with a person of historic significance or with important historical events; or (4) represents a notable work of a master builder, engineer, or architect who influenced their age.

Governing regulations: The procedures and standards governing this application process are found in Article 6 of the Town's zoning code.

General instructions: Complete this application and submit one copy to the Town Clerk along with the application fee noted below. Alternatively, you can submit your application online at <https://townofeagle.zoninghub.com>.

Before you formally submit your application, you may meet with the Town Planner who can answer any questions you may have. You may also ask the Town Planner to review your application before it is formally submitted to determine if it is complete and provides enough information to describe the circumstances related to this application. If you have any questions, do not hesitate to contact the Town Planner at (920) 728-2814 or via email at tim.schwecke@civitekconsulting.com.

Application fee: \$50, plus charges for professional services consistent with the Town's chargeback policy; \$400 escrow deposit.

Application submittal deadline: The Plan Commission and Town Board meet jointly, generally the first Monday of the month, to review certain types of development applications. This application must be submitted and determined to be complete by the Town Planner, no later than 30 days prior to the date established for the Plan Commission-Town Board meeting. Please contact the Town Planner to verify the deadline for a specific month.

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
Name	<input type="text"/>	<input type="text"/>
Street address	<input type="text"/>	<input type="text"/>
City, state, zip code	<input type="text"/>	<input type="text"/>
Daytime telephone	<input type="text"/>	<input type="text"/>
Email address	<input type="text"/>	<input type="text"/>

2. **Subject property information**

Physical address

Tax key number(s) EGLT- EGLT - EGLT - EGLT -

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

Is the subject property currently in violation of the Town's Zoning Code as determined by the Town's Building Inspector?

- ☐ No
☐ Yes

If yes, please explain.

Comment: Pursuant to Section 500.106 of the Town's zoning code, the Town may not issue a permit or other approval that would benefit a parcel of land that is in violation of the zoning code, except to correct the violation or as may be required by state law.

Are there any unpaid taxes, assessments, or other required payment that are specifically related to the subject property?

- ☐ No
☐ Yes

If yes, please explain.

Comment: Pursuant to Section 500.107 of the Town's zoning code, the Town may not issue a permit or other approval that would benefit a parcel of land where taxes, assessments, or other required payments are delinquent and due.

3. Zoning information

The subject property is located in the following zoning district(s). (check all that apply)

- ☐ P-1 Public
- ☐ RR Rural residential
- ☐ R-1 Residential

Comment: A rural accessory building is only allowed in the above districts.

4. Property map and chart.

Attach a map to this application which clearly shows the locations of all existing buildings on the subject property. On the face of the map, label each building with an identification number (e.g., 1, 2, 3). Then complete this table with readily available information.

Bldg. ID	Building Description [1]	Structural Condition [2]	Year of Original Construction [3]	Floor Area in Square Feet [4]
1				
2				
3				
4				
5				
6				
7				
8				
9				
Total				

Notes:

- Describe the building (e.g., residence, garage, dairy barn, milk house), its historical significance if any, and any additions that have been added.
- To qualify as a rural structure, the structure must be structurally sound. Indicate if the structure is structurally sound, and if not, what will be done to make it structurally sound or when it will be removed.
- If the year of construction is not known, provide an approximate year or a time period (e.g., 1930-1940).
- The size of the building is measured from outside wall to outside wall.

5. Pictures. As a supplement, you may provide pictures of the various buildings. If you do so, please label them with the building identification number used on the map and in the chart.

6. Other information. You may provide any other information you feel is relevant to the review of your application.

7. 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's chargeback policy. The signed chargeback form is attached.
- I understand that submission of this application authorizes town officials, Plan Commission members, Town Board members, employees, and other designated agents to enter the 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 or view it online.
- 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.

Property Owner Signature(s):

Date:



TOWN OF EAGLE PROFESSIONAL SERVICES REIMBURSEMENT NOTICE

PLEASE READ AND SIGN THE FOLLOWING NOTICE:

As set forth in Ordinance 07-04, as amended, the Town of Eagle has made a determination that whenever the services of the Town Planner, Town Engineer, Town Attorney, Town Building Inspector or any other of the Town's professional staff results in a charge to the Town for that professional's time and services, and such services is not a service supplied to the Town as a whole, the Town Clerk shall charge that service for the fees incurred by the Town to the property owner incurring those fees even if the request is not approved. Also, pursuant to the Town of Eagle Ordinance, certain other fees, costs, and charges are the responsibility of the property owner even if the request is not approved, and that any unpaid charges may be assigned by the Town as a special assessment or special charge to the subject property as allowed by state law.

I/we, the undersigned, have been advised that, pursuant to the Town of Eagle, if the Town Planner, Town Engineer, Town Attorney, Town Building Inspector or any other Town professional provides services to the Town because of my/our activities, whether at my/our request or at the request of the Town, I/we shall be responsible for the fees incurred by the Town even if my/our request is not approved. In addition, I/we have been advised that pursuant to the Town of Eagle, certain other fees, costs, and charges are my/our responsibility even if my/our request is not approved.

You will receive your first bill once charges are incurred or your issue is closed. Bills will be sent as charges become available so you are kept up to date regarding your current charges.

PLEASE PRINT LEGIBLY

Name & Mailing Address of the Property Owner:

Phone_____

Name & Address of Petitioner/Responsible Party for Billing (if different from above):

Phone_____

Tax Key No. of the Property Involved in the Request: EGLT_____

Request for: _____

Name of Business: _____

Signature of Property Owner and/or Responsible Party:

Owner

Petitioner

Phone_____ Date_____

Phone_____ Date_____

E-Mail Address _____

E-Mail Address _____

Signature of Witness and Date

Signature of Town Official and Date

A copy of this completed form shall be provided to the Town Clerk for billing purposes.