

**TOWN OF WISE**  
**APPLICATION FOR SITE PLAN APPROVAL**  
(Must be received at least 30 days in advance of relevant meeting)

**INSTRUCTIONS:** Accompanying this application must be the following:

1. Ten copies of the preliminary or final site plan.
2. \$150.00 application fee (required)

**YOU ARE HEREBY ADVISED THAT ANY CONVEYANCE OF A PORTION OF THE SUBJECT PARCEL MAY REQUIRE SUBDIVISION REVIEW AND APPROVAL PRIOR TO SUBMISSION OF THIS APPLICATION.**

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Name of Project: \_\_\_\_\_

Location of Project: \_\_\_\_\_

Zoning District Classification: \_\_\_\_\_

Site Acreage: \_\_\_\_\_

Square Footage of each structure: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Telephone(Day) \_\_\_\_\_ (Evening) \_\_\_\_\_  
.....

**An application for site plan approval must include the following:**

1. A preliminary site plan as defined in Article 10, Section 6.1 of the Zoning Ordinance, which shall be discussed w/with respective Town staff and amended accordingly.
2. A final site plan as defined in Article 10, Section 6.2 of the Zoning Ordinance.
3. A complete listing of all adjacent property owners (including property located across streets and highways) and their mailing addresses. Written proof of notification of all adjoining property owners as to the nature of the proposal and where the site plan may be viewed is required. Notice shall be delivered by certified mail/return receipt requested at least six (6) days prior to the scheduled meeting.
4. Notification of current property owner or owners. If the owner is not the applicant, written authorization to apply for the conditional use is required.

5. Availability of public water and sewer service of sufficient capacity to accommodate the use.
6. Fee of \$150.00 made payable to the Town of Wise.

Note: The filing of an application and payment of the required filing fee does in no way assure approval of your request. The matter will be discussed and considered during a public hearing(s) and a decision will be rendered by the Planning Commission and/or Town Council, which may impose reasonable conditions as it/they believe necessary to accomplish the objectives of the Zoning Ordinance. Any person who feels aggrieved by a decision of the Planning Commission may file a written notice of appeal to the Town Manager, provided the appeal is filed within ten (10) working days of the decision, after which time the Town Manager shall place the matter on the next regular meeting of the Town Council.

**As owner of this property or authorized agent therefore, I hereby certify that this application and the accompanying site plan are complete and accurate to the best of my knowledge. Further I authorize entry onto the subject parcel by Town employees, Town officials, and their agents during the normal discharge of their duties in relation to the above application.**

Respectfully submitted this the \_\_\_\_ day of \_\_\_\_\_, 200\_.

Signed: \_\_\_\_\_