



**Waupaca County
Planning & Zoning Office**

811 Harding St
Waupaca WI 54981-2087
Phone: 715-258-6255 Fax: 715-258-6212
www.co.waupaca.wi.us

Non-Metallic Mining

Conditional Use Permit Application Packet

Conditional Use Packet Includes:

- Checklist
- Conditional Use Application
- Town Recommendation Form for Conditional Use (2 pages)
- Conditional Use Standards and Diagram of Plans

PRIOR TO SUBMITTING YOUR CONDITIONAL USE PERMIT APPLICATION:

- Consult Planning & Zoning Staff regarding your proposal
- Complete the Conditional Use Permit Application with the Waupaca County Planning & Zoning Office and submit the following along with the Application:
 - Detailed explanation and plans showing the location of the proposed area of use. Plans must be drawn to scale showing all dimensions necessary to determine compliance with standards. (i.e. parking spaces, driveway area, building size(s), building height(s), and setbacks from all property lines)
 - Where the property is not owned by the applicant, a letter must be attached giving consent of the owner to apply for the Conditional Use Permit.
 - Application Fee (payable to Waupaca County) "After the Fact" fee is double ** check with your Township to see if they require an additional fee **
 - Once the Conditional Use Permit application is complete, the Waupaca County Planning & Zoning Office will forward it to the Town.
- Attend Town Planning Commission Meeting
 - Have Plan Commission complete applicable portions of the Town Recommendation Form
- Attend Town Board Meeting
 - Have Town Board complete applicable portions of the Town Recommendation Form
- After the Town meetings, submit to Waupaca County Planning & Zoning Office
 - Town Recommendation Form

NOTE: This requires a public hearing, which are scheduled as needed, on a Thursday morning. Neighbors within 300' of the property are notified and the Waupaca County official newspaper carries the notice for 2 weeks prior to the hearing, so it can take 3 weeks or more to schedule a hearing. Incomplete applications will not be scheduled.

A Signed and Notarized Statement. The applicant must provide a signed and notarized statement which includes:

- A summary describing the nature and scope of the project.
- A general description of the Applicant's interest in the property including ownership, leasehold or any other interest.
- Information explaining the expected total volume of materials to be extracted at the mine.
- Evidence of the Applicant's related activities. This evidence must include a list of currently operating projects and the status of compliance at each project site and any evidence of past compliance issues, and other materials as determined to be necessary by the County.

In addition, please attach the following:

- Proof of application for local, State and Federal permits required to operate the Nonmetallic Mining operation.
- The Name of company, agent, principal officer, principal stockholders or owners, state of incorporation, date of incorporation; copies of articles of incorporation

Waupaca County

Fee _____ Check # _____

ATF

Non-Metallic Mining Conditional Use Permit Application

Certain uses are of such nature or their effects are so dependent upon specific circumstances as to make impractical the determination in advance of where, when, or under what conditions they should be permitted. Conditional uses are land uses listed as such in each zoning district. They may be established only upon approval by the Planning & Zoning Committee. In order to avoid any delays, please complete all parts of this application. Incomplete applications will not be processed.

Applicant Information

Company Name: _____

CONTACT PERSON: Name: _____ Phone #: _____

Address: _____

Fax #: _____ Cell #: _____ E-mail: _____

➤ **PROOF OF INSURANCE (PLEASE ATTACH A COPY OF THIS AT THE BACK OF THE APPLICATION)** _____

Property Information:

Parcel Number(s): _____

Physical Address: _____

Legal Description of land for proposed mine development: _____

Current Zoning District: _____ Current Use and Improvements: _____

SURFACE LAND OWNER: Name _____

Address: _____

MINERAL RIGHTS OWNER: Name _____

Address: _____

Proposed Project:

➤ Type of Mine:

- Construction Fill (Sand, gravel, aggregate, or clay used in the construction trades).
- Industrial Sand Mine (Used to produce glass, moldings for castings, manufacture of abrasives, or processed into proppant or other industrial uses).
- Other Nonmetallic Mineral.

➤ Final Destination of mined material: _____

➤ Permits:

- Does this mine have a current reclamation permit from Waupaca County to operate?
 Yes No

➤ Trucking Operations:

- How many loads per day: _____; Hours trucks will operate: _____
 - Weight per load: _____
 - Type of truck: _____
 - Which Township and County roads will be used to transport material? Please provide a complete description of all roads to be used to transport and to return to the site. _____

- What specific contributions will be taken to insure that the Township roads will be maintained to a safe and secure condition? _____

- How many acres are planned for mining? _____
- Do you plan on mining below the water table? _____
- What is the intended end land use after mining is completed? _____

If a conditional use permit is granted, a reclamation permit form and plan will need to be completed and sent to East Central Regional Planning (ECWRPC) for review and approval. Mining activities cannot commence until the reclamation plan is approved and financial assurance is provided to ECWRPC.

To the best of my knowledge, I certify that the information provided on this application and accompanying documents is complete and accurate. I agree to abide by all of the provisions and requirements of this Ordinance, other County Ordinances, State and Federal laws and any and all permits and licenses granted under such laws and regulations including conditions and all aspects of the Operation Plans. The signing of this application grants permission to allow free and unlimited access to the project site during normal working hours to any Planning & Zoning Office representative acting in an official capacity. Property owner signature is required. You or your agent are required to attend the hearing.

ACKNOWLEDGEMENT

Land Owner Name (Signature)

Mining Company Contact Name (Signature)

Name (Print)

Name (Print)

Personally came before me this _____ day of _____, 20____, the above named person(s) to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public,

County, Wisconsin.
My commission expires _____

Personally came before me this _____ day of _____, 20____, the above named person(s) to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public,

County, Wisconsin.
My commission expires _____

CONDITIONAL USE STANDARDS AND DIAGRAM OF PLANS

GENERAL STANDARDS: General performance standards and specific design standards for approval of a conditional use are provided for each zoning district. Below are general standards that the Planning & Zoning Committee will address in review of an application for a conditional use. These conditions include, but are not limited to, specification of:

1. Minimum parcel size
2. Parking availability
3. Minimum setbacks
4. All state approvals required for public buildings and/or made part of the zoning permit
5. Attractiveness or physical appearance
6. Ingress/Egress
7. Maintenance
8. Safety of nearby roads
9. Traffic
10. Waste Management
11. Erosion control standards
12. The period of time in which all or part of the use may be permitted
13. Landscaping and planting screens
14. Operational controls
15. Deed restrictions
16. Location of structure, docks, piers, or signs
17. Type of construction
18. The obtaining of other permits required by the State of Wisconsin, Federal Government Agencies, and any other Waupaca County Ordinances as a condition of the conditional use permit, must be completed prior to the issuance of the Conditional Use Permit.

Please include information in the application on these general standards as they would apply. An applicant must demonstrate that the proposed project complies with the standards noticed for the appropriate zoning district. The decision to grant or deny a conditional use permit is discretionary. (i.e. permit may be denied if the project cannot be tailored to a site without significant harm to ordinance standards and objectives)

Where the zoning district contains no standards unique to that district or use, the following standards shall apply:

1. That granting of a conditional use will not violate the spirit or intent of the zoning ordinance.
2. That the use allowed would not be contrary to the public health, safety, general welfare, or which would be substantially adverse to property values in the neighborhood affected.
3. That the use shall not constitute a nuisance by reason of noise, dust, smoke, odor, or other similar factors.

Once the complete application has been received by the Waupaca County Planning & Zoning Office and processed, the applicant and/or agent will be notified of the date and time that the Planning & Zoning Committee will conduct an inspection of the property and hold the subsequent hearing at the Waupaca County Courthouse. The applicant or your agent are required to attend both the on-site and hearing.

TOWN RECOMMENDATION FORM

For Waupaca County Non-Metallic Mining Conditional Use Application

THIS TOWN RECOMMENDATION FORM MUST BE SUBMITTED TO THE PLANNING & ZONING OFFICE WITH THE CONDITIONAL USE APPLICATION. INCOMPLETE APPLICATIONS MAY BE DELAYED.

Petitioner Information

Company Name: _____

CONTACT PERSON: Name: _____ Phone #: _____

Address: _____

Fax #: _____ Cell #: _____ E-mail: _____

➤ PROOF OF INSURANCE (PLEASE ATTACH A COPY OF THIS AT THE BACK OF THE APPLICATION) _____

Property Information

Parcel Number(s): _____

Physical Address: _____

Legal Description of land for proposed mine development: _____

Current Zoning District: _____ Current Use and Improvements: _____

SURFACE LAND OWNER: Name _____

Address: _____

MINERAL RIGHTS OWNER: Name _____

Address: _____

Zoning Information

Current Zoning District: (check)

Private Recreation & Forestry (PVRF)

Agriculture Enterprise (AE)

Agriculture Retention (AR)

Agriculture & Woodland Transition (AWT)

Rural Industrial Intensive (RI-I)

Rural Industrial General (RI-G)

For Parcel and Zoning Maps go to: http://public1.co.waupaca.wi.us/GISviewer/index.html?config=config_zoning.xml

What are the existing use(s) of adjacent lands to this parcel and are they compatible?

Is the proposal consistent with the Town Comprehensive Plan? Yes No

Explain:

Is the proposal consistent with the Town Goals, Objectives & Development Strategies as found in the Town Comprehensive Plan? Yes No (Please give detailed information including page numbers from the comprehensive plan supporting the recommendation) Explain:

If Applicable, please list recommended conditions for the Waupaca County Planning & Zoning Committee to consider.

Please attach any additional comments, minutes, or information further supporting the recommendation.)

Town Plan Commission

Recommend Approval Recommend Denial

_____ Date: _____
Plan Commission Chairperson

Town Board

Recommend Approval Recommend Denial

_____ Date: _____
Town Chairman

_____ Date: _____
Town Clerk

Please Note: Pursuant to Section 14.06 of the Waupaca County Zoning Ordinance, the Town has 45 days to provide a written recommendation on rezonings and conditional use permits to the Waupaca county Planning & Zoning Director. If the Director has NOT received a written recommendation within 45 days, the county review process will continue without Town feedback.

Remit along with application to: Waupaca County Planning & Zoning – 811 Harding St., Waupaca WI 54981