

**PETITION FOR:**

Receipt # \_\_\_\_\_

\_\_\_\_\_ Zoning Ordinance Change (Publication fee required)

\_\_\_\_\_ Conditional Use Permit (Publication fee required)

\_\_\_\_\_ Variance from Zoning Ordinance

\_\_\_\_\_ Variance from Sign Ordinance

\_\_\_\_\_ Appeal from Subdivision Requirements

\_\_\_\_\_ Other: \_\_\_\_\_  
\_\_\_\_\_

This request is to: \_\_\_\_\_  
\_\_\_\_\_

Reason for request: \_\_\_\_\_  
\_\_\_\_\_

Property Description: \_\_\_\_\_  
\_\_\_\_\_

Applicant: \_\_\_\_\_ Date \_\_\_\_\_

Property Owner: (If different than applicant) \_\_\_\_\_

Address of Owner/Applicant: \_\_\_\_\_

City/State: \_\_\_\_\_

Office/Cell phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Date of Plan Commission Meeting: \_\_\_\_\_

Date of Common Council Meeting: \_\_\_\_\_

**You, as the owner, or your representative, shall attend the meetings  
and present your request.**

**All requests with supporting documentation are due at the Community Development Office  
one month prior to the actual meeting date.**

A Petition form is required for the following:

- Zone Change - When a property owner desires a specific use that is not allowed in their existing zoning district.

- Conditional Use Request - When a proposed use is allowed only with approval of Plan Commission and Common Council.

- Variance from Zoning Ordinance - When a property owner requests a change or variance to the zoning standards.

- Variance from Sign Ordinance - When proposed signage does not meet the ordinance requirements with regard to size, or height.

- Appeal from Subdivision Requirements - When a proposed lot or subdivision does not meet the subdivision design regulations.

- Appeal from Maintenance and Occupancy Requirements - When owner or occupant disagrees with interior or exterior violations as determined by the Building Inspector.

- Appeal from Building Code - When a proposed building or structure does not meet the Building Code requirements.