Town of Holland Plan Commission - Sheboygan County, Wisconsin
Special Exception Application Support Form

(to be used by the **Zoning Administrator** and **SE applicant** as an application checklist)

This checklist was not prepared to replace, supplement, or interpret §330-57.1. The article as found in the Town's ordinances is the official standard for all submittals. This checklist is only intended as a convenient reference for Town officials and applicants. Applicants should review §330-57.1 and contact the Zoning Administrator or the Plan Commission Clerk with questions. Town ordinances can be reviewed at www.townofholland.com.

Applications for special exceptions shall be filed with the Town Plan Commission Clerk on or before the second Wednesday of the month at 5:00pm to be reviewed for approval or denial by the Plan Commission at their next meeting.

PLEASE NOTE: Special exceptions may be granted only with respect to the yard requirements of §330-27C. In no event, however, shall a setback or yard requirement be reduced to less than the following:

(a) Side yard, dwelling: 10 feet (b) Side yard, accessory building: 5 feet.
(c) Rear yard, dwelling: 15 feet (d) Rear yard, dwelling: 5 feet

Applicant must provide the Plan Commission Clerk with a complete application:
Application document found at www.townofholland.com under "Forms/Permits"

☐ Petitioner's name(s), address, phone number, and interest in property.

☐ Name(s) and mailing address(es) of all property owners within 300 feet of the proposed parcel/land area to be rezoned.

☐ Signatures of all petitioners and owners.

☐ A map of the subject property showing lot dimensions, a graphic scale, and a North arrow.

☐ A written description of the proposed special exception describing the specific requirements of the special exception proposed for the subject property.

☐ A site plan of the subject property as proposed for development.

☐ Written justification for the requested special exception consisting of the reasons why the applicant believes the proposed special exception is appropriate.

☐ Additional information required by the Town Plan Commission.

Zoning Administrator Phone Number: N/A
Zoning Administrator Email: N/A
Clerk-Treasurer Phone Number: 920-668-6625
Clerk-Treasurer Email: clerk-treasurer@hollandwi.gov