



COUNTY OF KENOSHA

Department of Planning and Development

CONDITIONAL USE PERMIT PROCEDURES



KENOSHA COUNTY

DEPARTMENT OF PLANNING
AND DEVELOPMENT



COUNTY OF KENOSHA

Department of Planning and Development

CONDITIONAL USE PERMIT PROCEDURES

1. Contact the Department of Planning and Development and check with staff to determine if your proposed use is a permitted use, an accessory use or a conditional use. If it is a conditional use, then a conditional use permit must be applied for and received prior to occupying or using the site for that use. Note: If the proposed conditional use is part of a proposed land division see the Certified Survey Map Information and Procedures. If the proposed conditional use is part of a proposed rezoning petition see the Rezoning Application Form.

Done 12/17

2. Contact the Department of Planning and Development and schedule a pre-conference meeting, which is required for all conditional use permit requests.

Meeting Date: 17th 2017

3. Complete and submit the Kenosha County Conditional Use Permit Application by the filing deadline (see Planning, Development & Extension Education Committee Schedule handout).

4. Submit a copy of the date-stamped application to your local township for placement on the agenda of the Town Planning Commission and Town Board, which recommends action to the County Planning, Development & Extension Education Committee. Keep a copy for your records.

5. Attend the Town Planning Commission and the Town Board meetings. **NOTE:** You must attend or the Town will not be able to act on your request.

Town Planning Commission meeting date (tentative): 17th 2017

Town Board meeting date (tentative): 6 2nd 2017

6. Attend the Planning, Development & Extension Education Committee public hearing. **NOTE:** You must attend or the Planning, Development & Extension Education Committee will not be able to act on your request. At this meeting you will be asked to brief the Committee on your request.

Kenosha County Planning, Development & Extension Education Committee meeting date: _____
(tentative)

7. If denied by the Kenosha County Planning, Development & Extension Education Committee you have thirty (30) days to file an appeal with circuit court.

8. If approved you may proceed with obtaining site plan approval (site plan layout, stormwater, landscaping, lighting, parking/paving etc...).

9. Apply for and obtain any necessary zoning permit(s) for construction (i.e. new buildings, building additions, signage, fencing, etc...) with the Kenosha County Department of Planning and Development.

10. Apply for any obtain any necessary building permit(s) for construction (i.e. new buildings, building additions, signage, fencing, etc...) with you respective township.

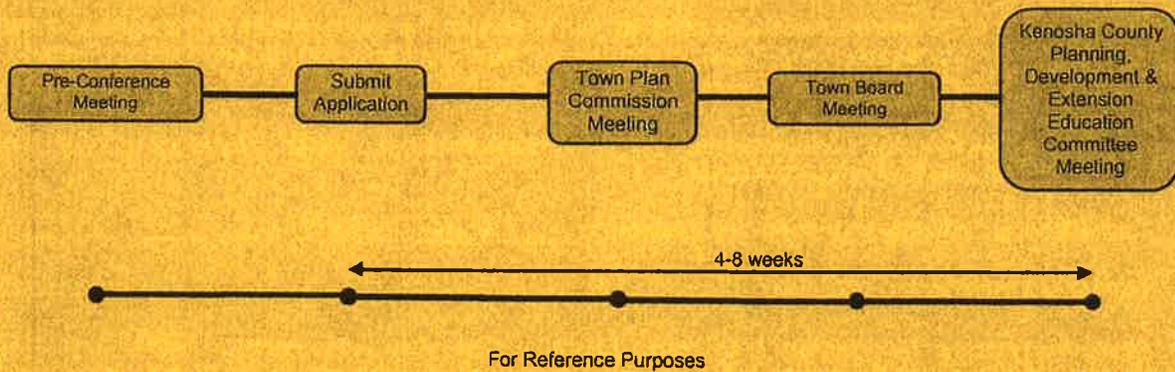
11. Complete any obligations for foundation survey, waiver of liability of foundation survey, stormwater as-built requirement and/or certificate of occupancy.

IMPORTANT TELEPHONE NUMBERS

Kenosha County Center
 Department of Planning & Development
 19600 - 75th Street, Post Office Box 520
 Bristol, Wisconsin 53104-0520

Division of County Development (including Sanitation & Land Conservation)	857-1895
Facsimile #.....	857-1920
Public Works Division of Highways.....	857-1870
Administration Building	
Division of Land Information	653-2622
Brighton, Town of	878-2218
Paris, Town of	859-3006
Randall, Town of	877-2165
Salem, Town of	843-2313
Utility District	862-2371
Somers Town of	859-2822
Wheatland, Town of	537-4340
Wisconsin Department of Natural Resources - Sturtevant Office	884-2300
Wisconsin Department of Transportation - Waukesha Office	548-8722

Conditional Use Permit Timeline





December 2012

COUNTY OF KENOSHA

Department of Planning and Development

RECEIVED

CONDITIONAL USE PERMIT APPLICATION

JAN 19 2017

Kenosha County
Planning and Development

(a) Property Owner's Name:

BRIGHAMWOODS ORCHARD, INC.

Print Name: WILLIAM H. STONE

Signature: *William H. Stone*

Mailing Address: 1072 288TH AVE

City: BURLINGTON

State: WI Zip: 53105

Phone Number: 262-878-3000 E-mail (optional): WHSTONE41@ME.COM

Note: Unless the property owner's signature can be obtained in the above space, a letter of agent status signed by the legal property owner must be submitted if you are a tenant, leaseholder, or authorized agent representing the legal owner, allowing you to act on their behalf.

(b) Agent's Name (if applicable):

Print Name: _____ Signature: _____

Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ E-mail (optional): _____

(c) Architect's Name (if applicable):

Print Name: _____ Signature: _____

Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ E-mail (optional): _____

(d) Engineer's Name (if applicable):

Print Name: _____ Signature: _____

Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ E-mail (optional): _____

CONDITIONAL USE PERMIT APPLICATION

(e) Tax key number(s) of subject site:

30-4-220-083-0301

Address of the subject site:

1072 288th Ave., Burlington, WI 53105

(f) Plan of Operation (or attach separate plan of operation)

Type of structure:

SEE ATTACHED

Proposed operation or use of the structure or site:

SEE ATTACHED

Number of employees (by shift): SEE ATTACHED

Hours of Operation: SEE ATTACHED

Any outdoor entertainment? If so, please explain: SEE ATTACHED

Any outdoor storage? If so, please explain: NO

Zoning district of the property: A-3 (pending approval...currently zoned A-1)

(g) Attach a plat of survey prepared by a land surveyor registered by the State of Wisconsin or site plan drawn to scale and approved by the Department of Planning and Development showing all of the information required under section 12.05-1(h)3 for a zoning permit. In addition, the plat of survey or site plan layout shall show the location, elevation and use of any abutting lands and the location and foundation elevations of structures within 50 feet of the subject site; soil mapping unit lines; ordinary high water mark, historic high water marks and floodlands on or within 50 feet of the subject premises, and existing and proposed landscaping.

CONDITIONAL USE PERMIT APPLICATION

For conditional use permit applications that are made within shoreland and floodland areas, such description shall also include information that is necessary for the County Planning, Development & Extension Education Committee to determine whether the proposed development will hamper flood flows, impair floodplain storage capacity, or cause danger to human, animal or aquatic life. This additional information may include plans, certified by a registered professional engineer or land surveyor, showing existing and proposed elevations or contours of the ground; fill or storage elevation; basement and first floor elevations of structures; size, location, and spatial arrangement of all existing and proposed structures on the site; location and elevation of streets water supply and sanitary facilities; aerial photographs, and photographs showing existing surrounding land uses and vegetation upstream and downstream; soil types and any other pertinent information required by either the Planning, Development & Extension Education Committee or the Office of Planning and Zoning Administration:

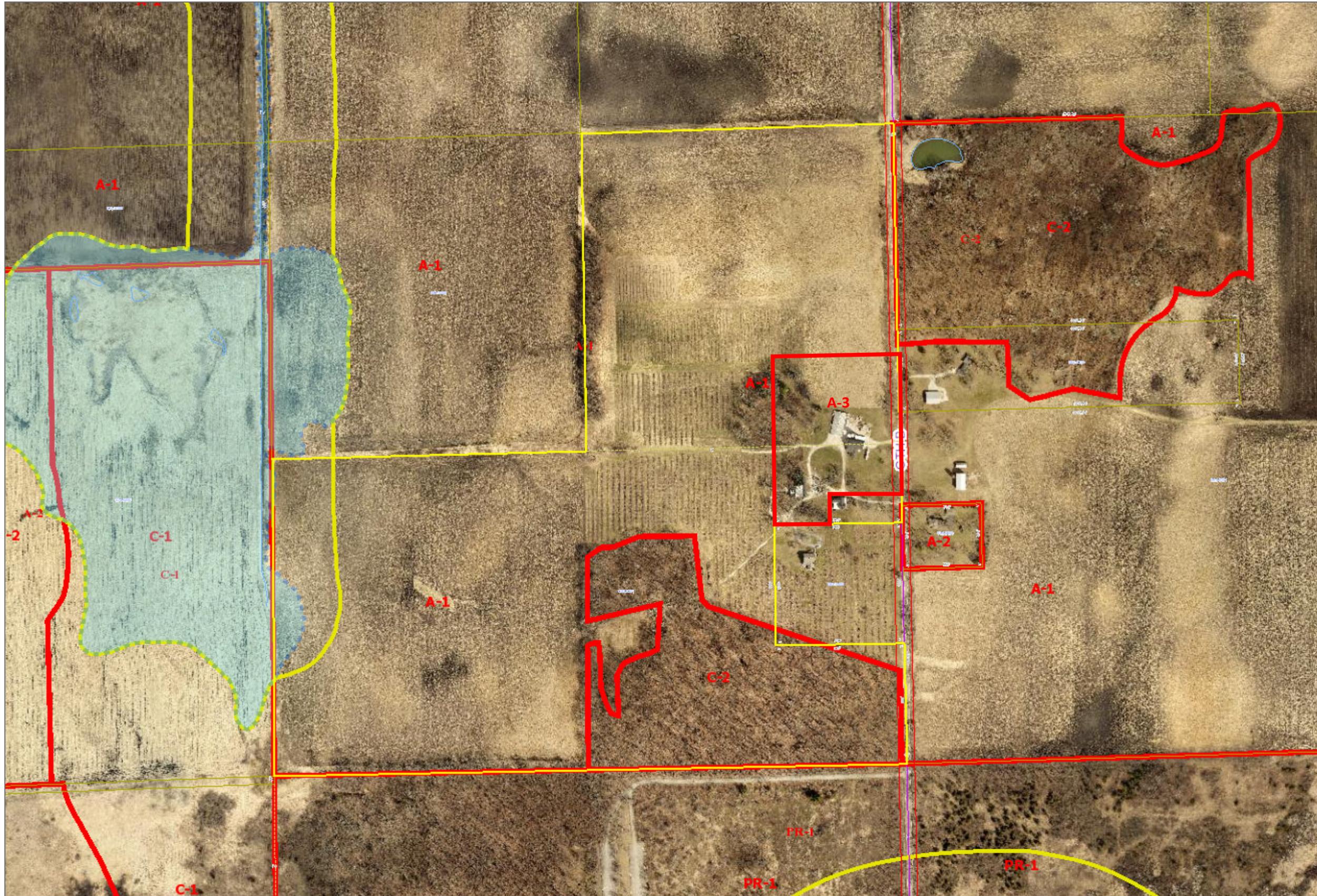
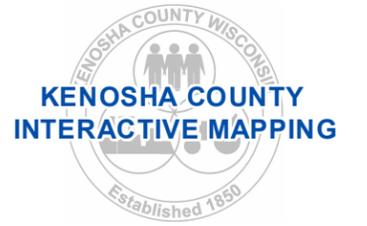
(h) The Kenosha County Department of Planning and Development may ask for additional information.

(i) The fee specified in Section 12.05-8 of this ordinance.

Request for Conditional Use Permit..... \$750.00
780

(For other fees see the Fee Schedule)

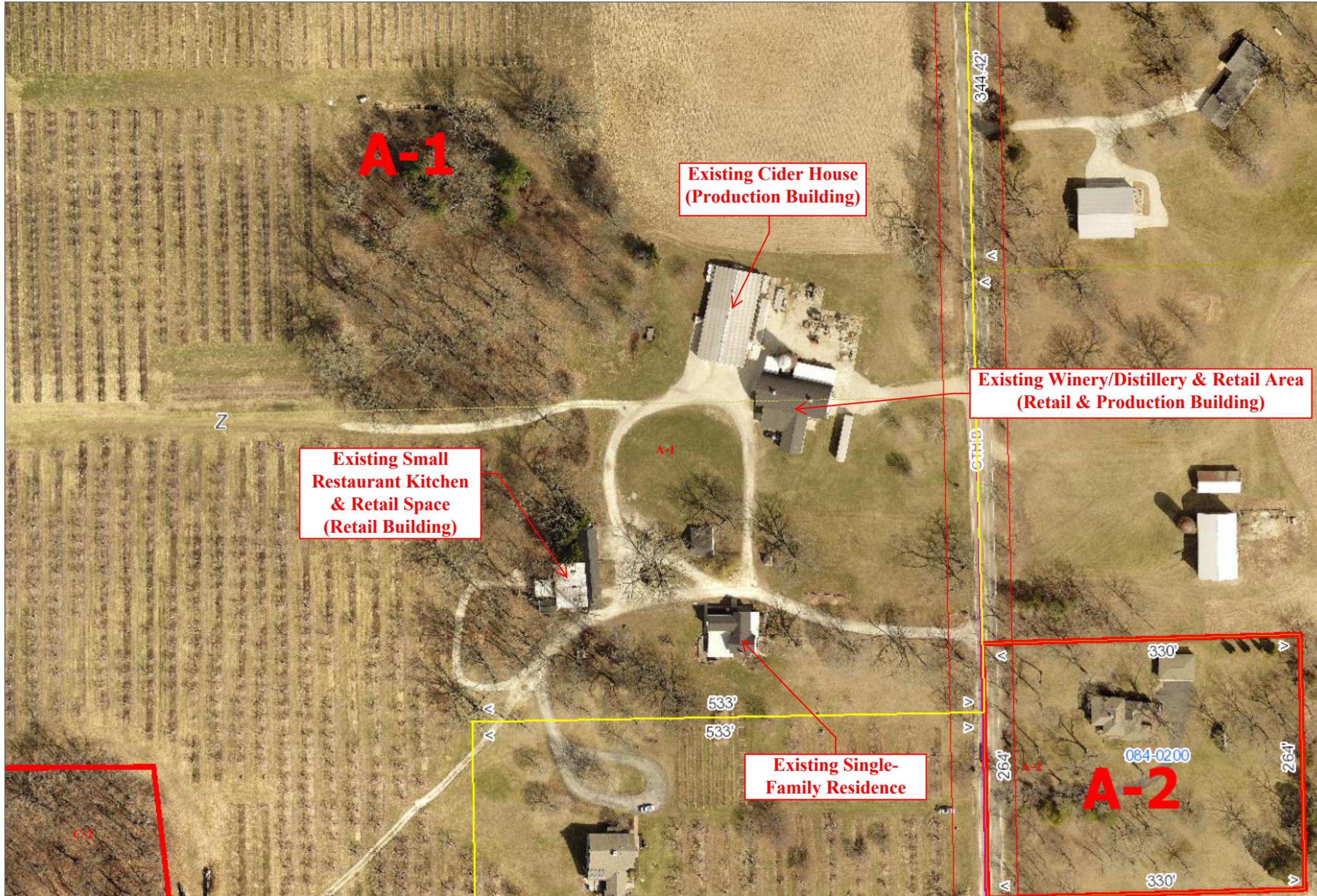
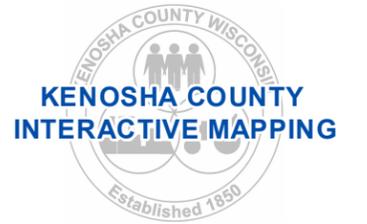
30-4-220-083-0301 - Proposed Zoning Map



1 inch = 400 feet

DISCLAIMER This map is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, data and information located in various state, county and municipal offices and other sources affecting the area shown and is to be used for reference purposes only. Kenosha County is not responsible for any inaccuracies herein contained. If discrepancies are found, please contact Kenosha County.

Date Printed: 3/9/2017



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An Addendum to Replace p 2 (f) of the Conditional Use Permit Application Submitted to the Brighton Township Plan Committee on 2/1/2017

1. **Production, Processing and Sale of Apples along with Agriculture Related Product Sales within Retail Store (such as jellies, jams, pumpkins, caramel apples, and cheese).**
 - *Dates of Operation (Retail Store):*
 - August through November – 7 days per week between the hours of 9:00 a.m. and 6:00 p.m.
 - December – Saturdays and Sundays between the hours 9:00 a.m. and 6:00 p.m.
 - January through August – no processing or sale. Activities during these months would be limited to those incidental to agricultural production.
 - *Number of employees:*
 - 3 to 4 except during apple picking and sorting season when approximately 9 employees will be employed.
 - *Licensure:*
 - Use would comply with any licensure requirements such as health department inspection and/or Department of Agriculture, Trade and Consumer Protection.

2. **Production, Processing and Sale of Fresh Pastries (such as donuts, and apple fritters) & grilling and sale of Agriculture Related Products such Hot Dogs, Brats and similar products.**
 - *Dates of Operation (Food Stand/ Food Truck):*
 - Labor Day Weekend through end of October– 7 days per week between the hours of 9:00 a.m. and 5:00 p.m.
 - December – Saturdays and Sundays between the hours 9:00 a.m. and 5:00 p.m.
 - January through August – no such activity.
 - *Number of employees:*
 - 2 to 3.
 - *Licensure:*
 - Use would comply with any licensure requirements such as health department inspection and/or Department of Agriculture, Trade and Consumer Protection.
 - *Physical Description:*
 - Food Stand will take form of Stand & Tent OR Food Truck & Tent but not both.

- Location will be in west driveway away from road adjacent to apple house.

3. Production, Processing and Sale of Hard Ciders, Distilled Spirit Products and Wines.

**Dates of Operation (Winery):*

- Production:
 - ✓ Year Around
- Retail:
 - ✓ May through August & November through December – Fridays, Saturdays and Sundays with the normal operating hours between 10:00 a.m. and 6:00 p.m.
 - ✓ September and October six days per week with the normal operating hours between 10:00 a.m. and 6:00 p.m.
 - ✓ January through April – no on-site direct market retail sale activity except by appointment between the hours of 10 a.m. and 6 p.m.
 - ✓ On occasion the Winery may, within hours established by Wis. Stats. 125.68(4), remain open until 9:00 p.m. on Fridays, Saturdays, and Sundays. These occasions will be limited to no more than 6 per year. Notice shall be provided to the Town not less than one week in advance of such dates.

➤ *Licensure:*

- Use would be subject to and comply with liquor and bartender license requirements.
- Use would comply with any other licensure requirements such as health department inspection and/or Department of Agriculture, Trade and Consumer Protection.
- Annual well water testing to be conducted in accordance with applicable regulations.

➤ *Number of employees:*

- Generally 2 flexing up to 10 on days of production.

4. Production, Processing and Sale of Cheese.

➤ *Dates of Operation (Cheese Making):*

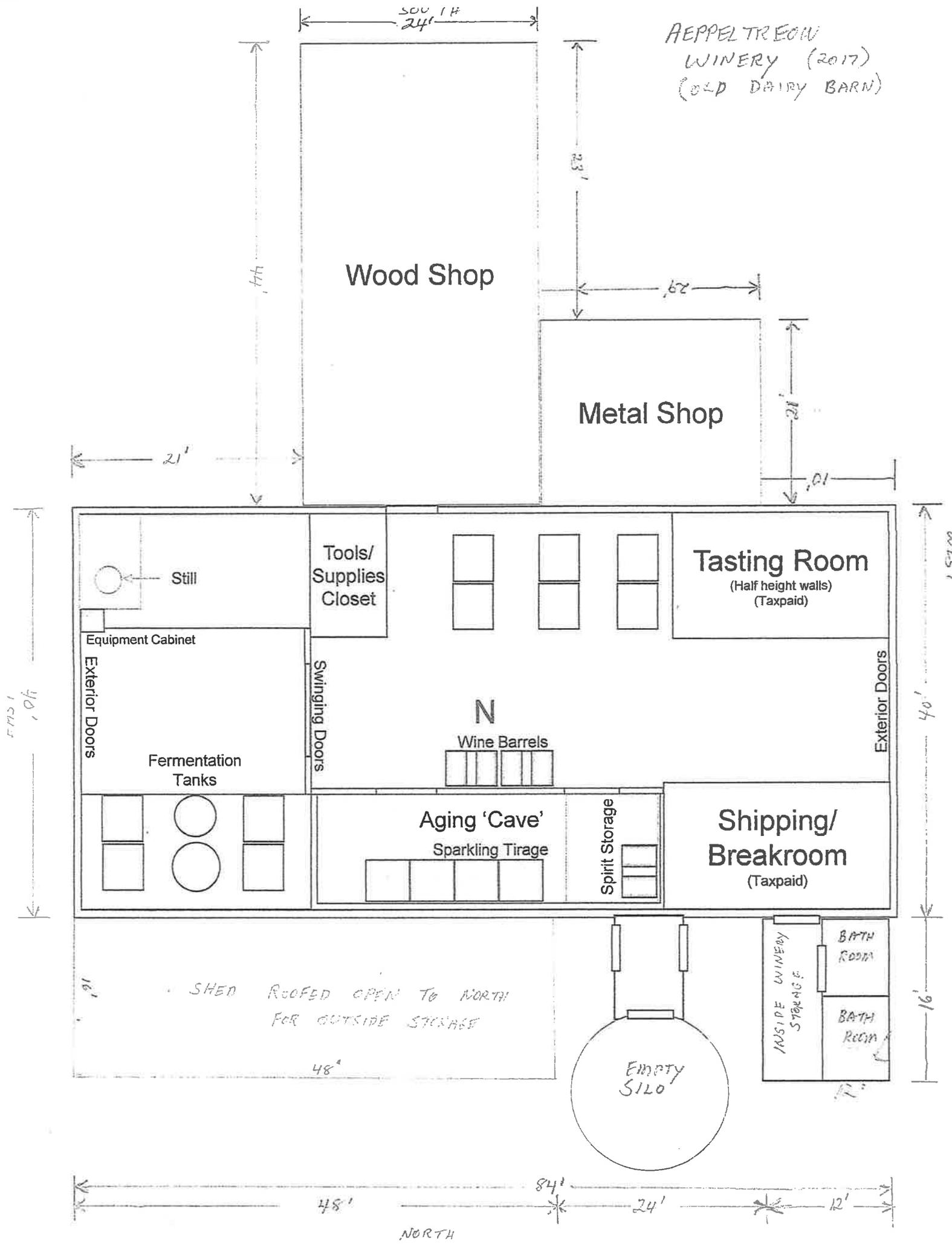
- Production:
 - ✓ Year Around
- Retail:
 - ✓ Subject to the terms of retail store described in number 1, above.
 - Number of employees:

- 6 to 8.
 - Primary sales of Product through off site Farmer's Markets.

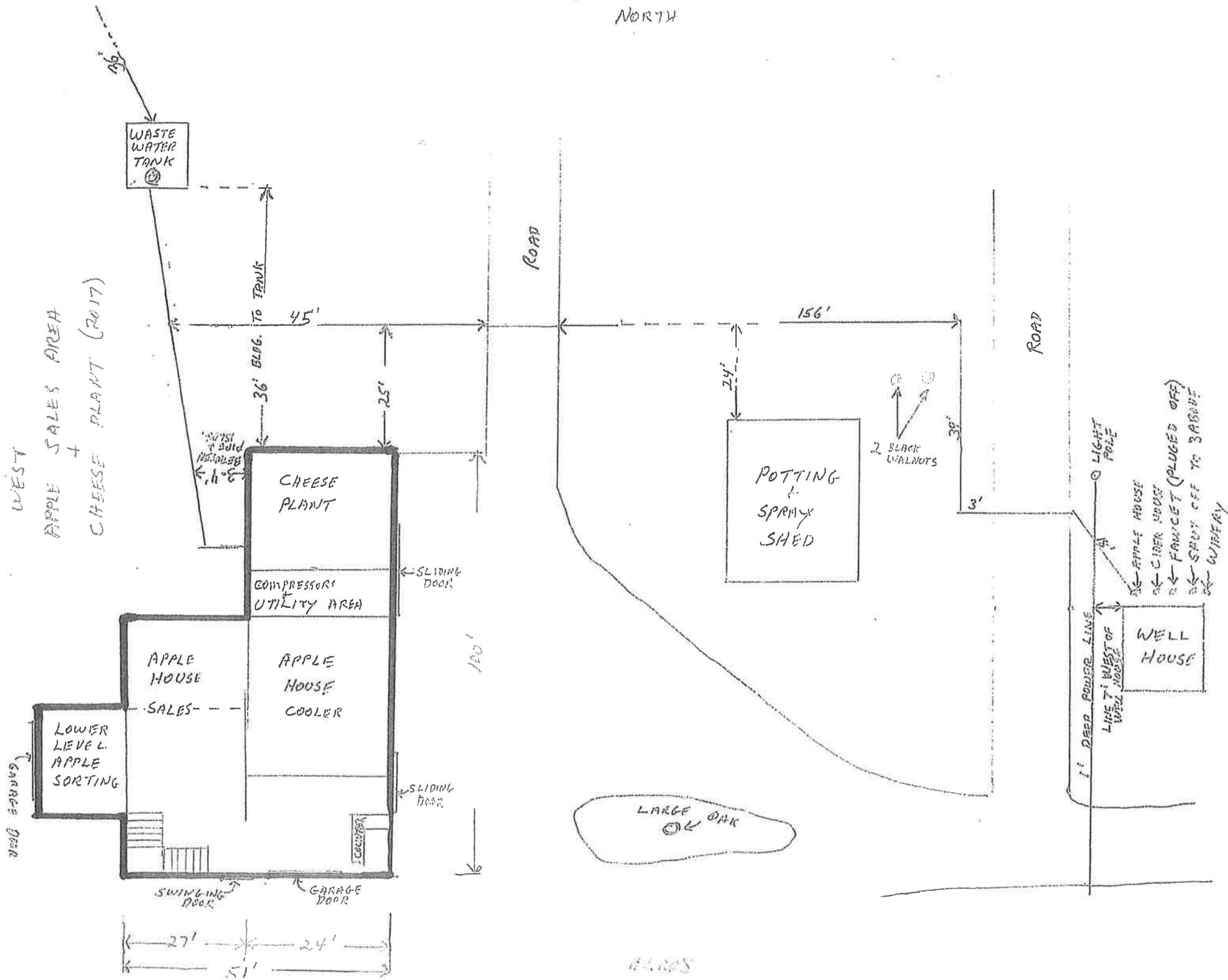
- 5. Production, Processing and Sale of Non-Alcoholic Apple Ciders and Fruit Juices.**
 - Production:
 - ✓ September through November - up to 4 days per week, Monday through Friday between the hours of 8:00 a.m. to 8:00 p.m.
 - Retail Sales:
 - ✓ According to terms of retail store under #1 above.
 - Number of employees:
 - ✓ 4

- 6. General Conditions applicable to all Conditional Uses:**
 - Site plans for each of the above uses shall be submitted in conjunction with the conditional use permit application.
 - Current building sizes shall be maintained.
 - Compliance with all other Local, State and Federal Regulations.
 - Proof of Insurance will be provided in connection with the conditional use permit application.
 - All parking shall be on-site and there will be no parking allowed on roadway.
 - All security lighting shall be directed onto property.
 - Semi truck deliveries and pick up shall be scheduled to occur between the hours of 8:00 a.m. to 5:00 p.m. Monday through Friday.
 - Semi truck deliveries shall be to the driveway at the winery at the northern most entrance.
 - Restroom facilities shall be adequate and shall include hand washing stations.
 - Bus tours shall limited as follows:
 - Not more than two buses of 20 passenger capacity or less at any given time.
 - Not more than one bus of 20 passenger capacity or more at any given time.
 - Buses of 20 passenger capacity or more to use the driveway at the winery (the northern most entrance).
 - Uses not contained in the application for a Conditional Use Permit shall be subject to a Temporary Use Permit, for example car-shows, rallies and concerts.

AEPPEL TREE OIL
WINERY (2017)
(OLD DAIRY BARN)



NORTH



WEST

EAST

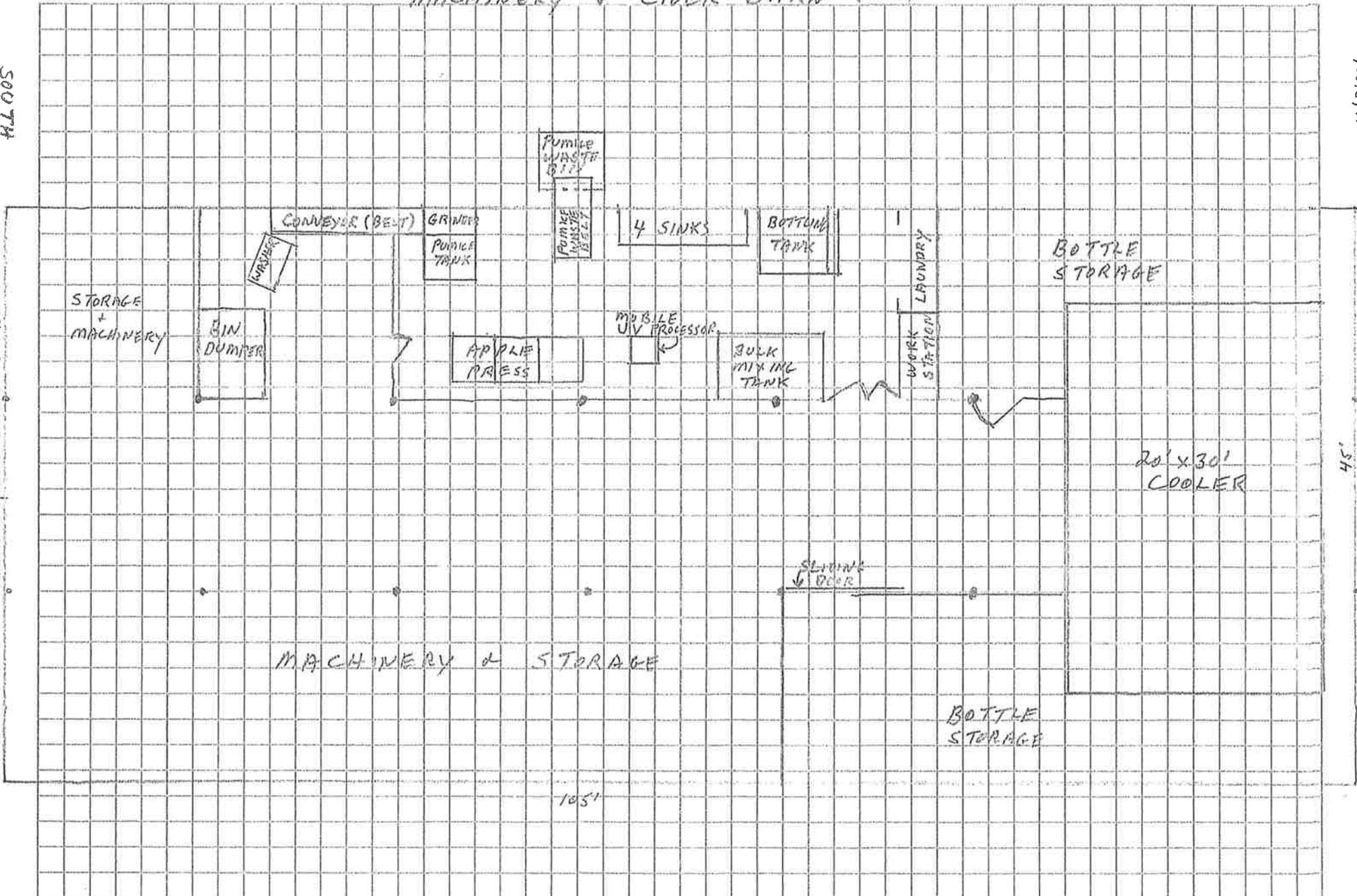
4.2.2015

WEST
MACHINERY + CIDER BARN (2017)

SOUTH

NORTH

SLIDING DOORS



• = POSTS

EAST

105'

45'

- Search
- Layers
- Advanced Tools
- Graphics
- Buffer
- Legend
- Results**

PARKING (2017)

WEST



NORTH

EAST

SOUTH