



APPEAL REQUEST

The following checklist will ensure the timely processing of your application:

- ➔ Provide a cover letter that describes the reason for the appeal and provide necessary data, diagrams for review, and new evidence not presented previously (if applicable).
- ➔ \$100 Permit Application Fee (Payable to the City of Onalaska)

If incomplete, no further processing of the application will occur until the deficiencies are corrected.

If four (4) or more members of the Board of Zoning Appeals agree that newly submitted evidence by the applicant could not have been reasonably presented at the time of the original application, the Board of Zoning Appeals may hold a rehearing of an application. Per Wisconsin's Open Meeting Law, comments on this permit application, either by the applicant or concerned citizen, shall be raised in person at the scheduled meeting or brought up to City Staff (through conversation, written letter or email) for review at the scheduled meeting. Due to Wisconsin's Open Meeting Law, Board of Zoning Appeals members and Alderpersons are unable to discuss this matter outside of a scheduled public meeting. Thank you.

Request for Appeal from:

Zoning Administrator Decision

Board of Zoning Appeals / Rehearing

Property Address:
Parcel Number: 18-
Zoning District:

Applicant:
Contact:
Mailing Address:
City, State, Zip:
Phone Number:
Email: <input type="checkbox"/> Primary Contact

Business:
Contact:
Mailing Address:
City, State, Zip:
Phone Number:
Email: <input type="checkbox"/> Primary Contact

Property Owner:
Contact:
Mailing Address:
City, State, Zip:
Phone Number:
Email: <input type="checkbox"/> Primary Contact

The undersigned hereby makes application at the location stated herein. Ther undersigned agrees that all work shall be done in accordance with the requirements of the City of Onalaska Unified Development Code / Zoning Ordinance and with all other applicable City Ordinances and the laws and regulations of the State of Wisconsin.

Signature of Applicant:	Date:
Signature of Property Owner:	Date:

OFFICE USE ONLY:	Date Submitted:	Permit Number:
Permit Fee:	<input type="checkbox"/> Cash <input type="checkbox"/> Check #	Application Received by: