

TOWN OF STOCKTON
Procedures for filing requests to the
STOCKTON AREA PLANNING COMMISSION

Background Information:

Date: _____

Name: _____

Parcel No.: _____

Address: _____

Section: _____

Current Zoning: _____

Phone: _____

Owner: _____

Buyer: _____

Signature

Date

Request: _____

Initial Findings:

Surrounding Zonings: N _____ S _____ W _____ E _____

Does this request conform to the Town Land Use Plan _____

Improvements on Parcel: Yes _____ No _____ Proposed _____

Directions to Property of request: _____

PROCEDURES TO FOLLOW:

1. Committee Chair (preferred) or Town Clerk needs to be called (592-4712) by the **10th** of the month for a request to be on the current months meeting agenda. The Plan Commission usually meets on the 1st Wednesday of the month at 7:00 pm.
2. Forms can be e-mailed, or mailed to you through the postal service. There will be a \$30.00 pre-payment for Administrative Fees including but not limited to copying of documents and notice to surrounding parcel owners via the United States Parcel Service Mail
3. Please provide a copy of this Plan Commission request for to the Town Clerk by the 10th of the month for a request to be on the current months meeting agenda. **This form needs to be complete up to and including the signature of the Landowner with date and the signature of the Buyer.**
4. Include a map or drawing of property, (8 1/2 x 11" is the best size). The map should include any changes the request is concerning. **Please provide this to the Town Clerk with this application form.**
5. Under the area listed as "**Request**", state what is being requested.
6. The owner, buyer, agent or someone familiar with the request should be present at the public hearing to answer questions about the request.
7. The Stockton Area Planning Commission will review your request and make a recommendation to the Town Board.
8. The Town Board will review the request at the next Town Board meeting and make a recommendation to Portage County Planning and Zoning if necessary.
9. In most instances Planning and Zoning will have a public hearing concerning your request. At the end of this meeting P & Z will either approve the request, or make a recommendation to the final approving body.

If you have any questions on the above information, contact the Town Hall 715-592-4712 at 7252 6th Street or the current chair of the Commission is Cindy Davis, 600 N. Oak Rd., Custer, WI 54423 715-592-4204

11/21/16