



SIGN APPEAL APPLICATION - PLAN COMMISSION

Community Development
8040 S. 6th St.
Oak Creek, WI 53154
(414) 766-7002
www.oakcreekwi.gov

Instructions - Submit a complete application package a minimum of four (4) weeks prior to Plan Commission meeting. Each appeal application must be accompanied by the following:

1. Completed application form with fee (\$700).
2. Landowner written approval of proposal, if different from appellant.
3. Narrative addressing the variance criteria on the application form (see details below).
4. Site plan depicting the location of the proposed sign, all buildings, parking areas, adjacent roads, and any other features.
5. Scaled building elevations (for wall signs), and plans with all dimensions, colors, materials, method of illumination, full elevation, and any other sign details.

Please print or type. Incomplete or illegible applications will be returned.

APPELLANT:		APPELLANT REPRESENTATIVE:	
Name:		Name:	
Company/Organization:		Company/Organization:	
Address:		Address:	
City, State, ZIP:		City, State, ZIP:	
Phone:		Phone:	
Email:		Email:	
PROPERTY INFORMATION:			
Address:		Property Owner:	
Tax Key:		Mailing Address:	
Zoning District(s):		City, State, ZIP:	
CUP/PUD/Master Sign Plan: <input type="checkbox"/> Yes <input type="checkbox"/> No		Email/Phone:	
VARIANCE CRITERIA			
<p>Attach a separate sheet explaining the following:</p> <ol style="list-style-type: none"> 1. Variance request: Include specific Code section(s) from which variance is sought, written description of sign, and how sign differs from Code section cited. 2. What special conditions exist which will cause practical difficulty or unnecessary hardship if the variance request is not granted. 3. Why variance requested is not contrary to the public interest and will not endanger public safety and welfare. 4. Why variance requested will be in accord with the spirit of the zoning ordinance. 			
Prior appeal/variance request submitted for this property?		<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please state the date and nature of previous appeal:

Signature _____

Date _____