

POLK COUNTY TOWER APPLICATION

**COMPLETE ALL UNSHADED AREAS
INCOMPLETE APPLICATIONS MAY BE RETURNED
PLEASE PRINT – BLACK INK & RETURN ORIGINAL FORM**

MAKE CHECKS (black ink) PAYABLE TO:
Polk County Zoning Department
100 Polk County Plaza, Suite 130
Balsam Lake, WI 54810
715-485-9111, Mon- Fri, 8:30am-4:30pm

Property Address (Number & Street or Ave)

Property Owner _____
Mailing Address _____

City _____ State _____ Zip _____

Home/Work/Cell Phone Number _____

Leasing Agent, Contractor, builder, OR Self		
Address		
City	State	Zip
Phone Number	Mail permit to Contractor <input type="checkbox"/> Yes <input type="checkbox"/> No	

PERMIT REQUESTED FOR: Fill in appropriate line

<input type="checkbox"/>	New Tower (includes address fee)	Permit Number		Fee: \$2100	Complete both pages
<input type="checkbox"/>	New Tower Conditional Use (includes permit and address fee)	Receipt Number		Fee: \$2100	Complete both pages
<input type="checkbox"/>	Modify Conditional Use for Tower	Receipt Number		Fee: \$500	Complete both pages
<input type="checkbox"/>	Co-locate on Tower (includes ground equipment)	Permit Number		Fee: \$350	Complete page 1 only
<input type="checkbox"/>	Modify Transmission Facility	Permit Number		Fee: \$350	Complete page 1 only

LEGAL DESCRIPTION OF PROPERTY – SEE TAX BILL

Parcel # / Computer #	Lot #	Subdivision/CSM #	Gov't Lot
_____ ¼ _____ ¼, Sec _____ / T _____ N /R _____ W		Town of _____	
Size of parcel X = SQ FT OR Acres		Size of lease parcel (If applicable) X = SQ FT OR Acres	

ADDITIONAL INFORMATION

Height of Tower	Cost of Project \$	Type of road your driveway is off of: <input type="checkbox"/> US or State Hwy <input type="checkbox"/> County Rd <input type="checkbox"/> Town Rd <input type="checkbox"/> Private Rd	Name of Lake/Pond/River/Flowage	Lake Classification <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3
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LOT LAYOUT – Provide plot plan on separate sheet – show location and applicable setbacks

TOWER STRUCTURE SETBACKS

Property Lines - 125% of the height of the tower
Nearest residence – 500 feet unless written permission

Additional fees for technical reviews shall apply.

Additional fees may apply on a reoccurring basis.

Check with township and other regulating agencies for additional regulations, permits or licensing that may be required.

The applicant, as witnessed by the applicant's signature on this application hereby attests that the information contained therein and any accompanying documents are accurate and true. Any assistance by County staff was at the applicant's request. I agree to permit county officials charged with administering county ordinances or other authorized person to have access to the above-described premises at any reasonable time for site review.

Sign Here: _____ Date: _____ Cash Check # _____

COMMENTS:				
Received/Issued by: _____		Date: _____		Fee _____
District	Flood Plain <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Received	Hearing Date/Time	Hearing results <input type="checkbox"/> Approved <input type="checkbox"/> Denied

POLK COUNTY CONDITIONAL USE APPLICATION for TOWERS

This page is not required for all applications. Please see permit request on page 1.

Please list all names and **complete mailing addresses** of all adjoining property owners within **300 feet** of the parcel (including across the road). Provide property address if known.

Name		
Mailing Address		
Property Address		
Name		
Mailing Address		
Property Address		
Name		
Mailing Address		
Property Address		
Name		
Mailing Address		
Property Address		

NOTE: This application will not be processed until all information required has been provided. Once we receive your application, it takes at least 4-6 weeks to process your application. You will receive a notice by mail, indicating when the hearing will take place. The applicant or a representative should attend the hearing.

The Land Information Committee will receive information regarding your request before the scheduled hearing date. Decisions by the Committee are generally made immediately following the applicant's hearing. The Committee has the authority to establish conditions as prescribed in Ordinances. If the Committee approves your project, you will then need to obtain a permit.