

**Airport Overlay Site Plan Permit Application
City of Kenosha, Wisconsin**

<i>Mailing Information</i>	
Name of Project	Name, Address and Phone of Architect / Engineer / Contractor (if applicable) <input type="checkbox"/> Send correspondence to this address? (Check only one)
Name, Address and Phone of Applicant <input type="checkbox"/> Send correspondence to this address? (Check only one)	
<i>Site Description</i>	
Address of Site or Parcel Number	Location of the Site <input type="checkbox"/> City of Kenosha <input type="checkbox"/> Village of Pleasant Prairie <input type="checkbox"/> Town of _____
Current Zoning	Airport Overlay District
<i>Proposed Project Information</i>	
Proposed Project	
Height of All Buildings or Structures	
Staff Use Only	
Fee collected: \$ _____ Date: _____ By: _____ (initials)	

**Complete and return to Department of Community Development and Inspections – City Plan Division,
625 52nd Street, Room 308, Kenosha, WI 53140**

Airport Overlay Site Plan Permit Procedures
City of Kenosha, Wisconsin

1. The applicant shall meet with the City Plan Division prior to submitting an application to review the process and requirements.
2. The applicant shall submit the completed application form and ten (10) copies of the required submittals for the site plan permit to the Department of Community Development and Inspections - City Plan Division.
3. At the time of submittal, the applicant shall submit the required fee of **\$540** for the review.
4. The City will use the standards outlined in Section 13.10 H. of the Zoning Ordinance, as well as applicable requirements of City, State or Federal law when reviewing the application.
5. The City Planner shall, within 25 working days, approve or deny the application.
6. The City Planner shall forward one copy of the approved site plan to the local building inspector.
7. Any request for a variance or appeal of the City Planner's decision shall be made to the City Zoning Board of Appeals in conformance with Sections 9.0 and 13.10 K. of the City's Zoning Ordinance.
8. It is noted that under Section 13.10 I. of the City's Zoning Ordinance, if a building permit is not secured within six (6) months of the date of approval by the City Planner, the site plan review permit shall be null and void.
9. For more information contact:

City Plan Division
Department of Community Development and Inspections
625 52nd Street, Room 308
Kenosha, WI 53140
262.653.4030