

**Town of Onalaska**  
**Conditional Use Permit Checklist & Requirements**

Name:

For Conditional Use Permit #:

CUP Description:

1) Business Operational Conditions

Days of operation: \_\_\_ Weekdays \_\_\_ Sat \_\_\_ Sun

Hours of operation:

\_\_\_ a.m. to \_\_\_ p.m. Weekdays

\_\_\_ a.m. to \_\_\_ p.m. Saturday

\_\_\_ a.m. to \_\_\_ p.m. Sunday

Total number of employees: \_\_\_\_\_

Total number & description of vehicles allowed at any time, including business vehicles: \_\_\_\_\_

\*Sufficient off street parking must be provided.

Limits of use area such as only the garage, basement or outside area to remain within specified area with dimensions.

2) This permit is non-transferable and it must be renewed if relocating business to another household or person.

3) Any Outside Storage? \_\_\_ No, \_\_\_ Yes, description below.

4) Signs allowed only with permit (See County for Details).

5) Commercial refuse dumpster required if operation generates waste. Use of the recycling center and Town trash pickup is off limits to business waste.

6) Health, Safety & Waste Factors

Dust	Painting
Lighting restricted to lot only	No oil or antifreeze, etc. on ground-
Noise	Air pollution
Additional Sewage Waste Streams	Non Sewage Waste Streams

Include proper containers with receipts for pick-up.	Other
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Description of Potential Health, Safety & Waste Factors Generated by the business

7) Does building require state permits? \_\_\_\_ No, \_\_\_\_ Yes, description below:

8) Is a state approved plan required? \_\_\_\_ No, \_\_\_\_ Yes, description below:

9) Is erosion control permit required? \_\_\_\_ No, \_\_\_\_ Yes, description below

10) Parcel boundary must be surveyed prior to \_\_\_\_\_(date).

11) Permit valid from (date)\_\_\_\_\_ to (date) \_\_\_\_\_

Additional Conditions:

Approvals

Town Planning Commission Recommendation: \_\_\_\_ Approve \_\_\_\_ Deny Date: \_\_\_\_\_

Planning Commission Chairman: \_\_\_\_\_

Town Board of Supervisor: \_\_\_\_ Approve \_\_\_\_ Deny Date: \_\_\_\_\_

Town Chairman: \_\_\_\_\_