



W2004 County Road S - PO Box 1007 - Freedom, WI 54131  
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**Special Exception Application – Page 1  
(Submit 15 copies of Drawings)**

**Property Owner (s):** \_\_\_\_\_

Address/City/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Applicant (if other than Owner):** \_\_\_\_\_

Check: Architect \_\_\_ Engineer \_\_\_ Surveyor \_\_\_ Attorney \_\_\_ Agent \_\_\_

Address/City/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

*I/we certify the attached drawings are to the best of my/our knowledge complete and drawn in accordance with all codes.*

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Special Exception Specifics:**

Tax Key No.(s): \_\_\_\_\_

Address of Property: \_\_\_\_\_

Existing Zoning: \_\_\_\_\_

Current Use: \_\_\_\_\_

Proposed Special Exception: \_\_\_\_\_

State the reasons for the Special Exception: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

***Please attach the following:***

1. A plot plan, drawn to scale, showing the area involved, its location, dimensions and location of any structures on the property and the location of any structures within 300 feet of the property in question (if applicable).
2. Additional information that will assist the Town in determining that the following statements are true with respect to the Special Exception:
  - a. The establishment, maintenance or operation of the proposed special exception use or structure at the proposed location will not be detrimental or injurious to the use and enjoyment of existing uses on adjacent properties or properties in the vicinity.
  - b. The establishment, maintenance or operation of the proposed special exception use or structure, along or in combination with other existing special exception uses and structures in the vicinity will not cause traffic hazards.
  - c. Adequate provision is made for surface water drainage, ingress and egress to the property and off-street parking.
  - d. Adequate public facilities and services are available for the proposed special exception use or structure.

**Special Exception Application – Page 2**

**For Town Use Only**

Fee: \_\_\_\_\_ Acct No: \_\_\_\_\_ Receipt: \_\_\_\_\_ Date: \_\_\_\_\_

Date Rec'vd Complete: \_\_\_\_\_ By: \_\_\_\_\_ Applic. No.: \_\_\_\_\_

Neighbors within 300 feet notified: \_\_\_\_\_

Review by Plan Commission: \_\_\_\_\_

Recommendation to: Approve \_\_\_\_\_ Approve with Conditions \_\_\_\_\_ Deny \_\_\_\_\_

Review by Town Board: \_\_\_\_\_

Special Exception is: Approved \_\_\_\_\_ Approved with Conditions \_\_\_\_\_ Denied \_\_\_\_\_

If denied, date resolution was filed with Outagamie County: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_