

# TOWN OF BRIGHAM

407 Business ID | Barneveld, WI 53507

Phone: (608) 924-1013 | Web: [www.town.brigham.iowa.wi.us](http://www.town.brigham.iowa.wi.us)

## APPLICATION FOR DRIVEWAY | BUILDING SITE | LAND DIVISION | ZONING CHANGE

### Property Owner Information

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

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

### Applicant/Agent Information (if different from Property Owner Information)

Applicant(s)/Agent(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

### Property Information

Existing Parcel Size (acres): \_\_\_\_\_

Township Section: \_\_\_\_\_

Tax Parcel(s): \_\_\_\_\_

I understand I will be charged per Ordinance Number 1.01 – Fee Schedule. Fees apply to applications submitted for review; site visits for driveway, building site, and field road access; meetings (Town, County, or otherwise); inspections; professional services (including, but not limited to: legal fees, soil testing, engineering services, building inspector, etc.); and any other costs incurred as a result of this application.

In the event the fee(s) is not paid, the amount due will be added to the property owner(s) tax bill as a special charge.

\_\_\_\_\_  
Signature of Property Owner(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant(s)/Agent(s)

\_\_\_\_\_  
Date

## Instructions:

Complete **ALL** section(s) for which approval is requested.

All required documents must be provided to the Town of Brigham Clerk a minimum of fourteen (14) days before the scheduled meeting. Required documents and site preparations are highlighted in yellow. Incomplete applications may postpone the review of your request until all items are provided.

*Note: Land Division and Zoning Change request(s) will require additional meeting(s) at Iowa County for recommendation and approval from Iowa County's Planning & Zoning Committee and/or County Board. Contact Iowa County's Office of Planning & Development at (608) 935-0398 for application materials and instructions.*

## DRIVEWAY

Seeking approval for (mark all that apply):

- Driveway

Intended Use (mark one):

Residence

Agricultural Building

Other: \_\_\_\_\_

- Property Access (Field Road)

### Documents required for Plan Commission:

- Preliminary Development Review response (request from Iowa County Development Office)  
 Preliminary map with driveway marked  
 Proposed driveway marked on prime agricultural soils map (map available from Iowa County)

Is the driveway within 150 feet of property line (mark one)?  Yes  No

If yes, other property owners: \_\_\_\_\_

*Note: There must be at least 150 feet between driveways and property accesses that are located on the same side of the highway.*

Number of users on driveway (mark one):  1  2  3  4

If more than 1, list other users: \_\_\_\_\_

Is there an access easement (mark one)?  Yes, copy of easement is attached  No

Is the driveway accessed from a State or County Highway (mark one)?  Yes  No

If yes, list Highway: \_\_\_\_\_

Is the driveway accessed from Town Road (mark one)?  Yes  No

If yes, list Road: \_\_\_\_\_

### Site Preparation for Plan Commission Visit:

- Stake driveway location

### Documents required for Town Board:

- Adjacent property owner agreement (required for driveway within 150 feet of property line)  
 Multi-user driveway maintenance agreement  
 Driveway construction plan and driveway and building erosion control plans

## BUILDING SITE

Seeking approval for (mark all that apply):

- Type(s) of Building Site(s)
  - Residence
  - Accessory Building
  - Other: \_\_\_\_\_

### Documents required for Plan Commission:

- Preliminary Development Review response (request from Iowa County Development Office)
- Preliminary map with building site and septic system marked
- Proposed building site marked on prime agricultural soils map (map available from Iowa County)

### Site Preparation for Plan Commission Visit:

- Stake building site location

### Documents required for Town Board:

- Certified soil test (for septic system)
- Preliminary survey map showing location of house, driveway, and septic system

## LAND DIVISION

Requested Number of Parcels: \_\_\_\_\_ Acreage of Parcels\*: \_\_\_\_\_

\*Note: Animal Units on AR-1 parcels of less than 5 acres are allowed by Conditional Use Permit only (see Zoning Change section).

### Documents required for Plan Commission:

- Concept Plan
  - A Concept Plan consists of the following:
    1. Aerial photograph showing all of the contiguous acres owned by the landowner on the Plan effective date
    2. The identified Development Areas that can accommodate the potential number of Building Envelopes
    3. Consideration of access for all Building Envelopes
    4. Any current proposals for Development Areas, Building Envelopes, and Lots, as well as driveway and utility access to them, and Shoreland Areas

## ZONING CHANGE

Seeking approval for (mark all that apply):

- Rezone – from \_\_\_\_\_ to \_\_\_\_\_
- Conditional Use Permit – for \_\_\_\_\_

### Documents required for Plan Commission:

- Preliminary Development Review response (request from Iowa County Development Office)
- Map/aerial photo showing existing property, house, driveway, and septic system locations
- List of adjoining Property Owner(s):

Adjoining Property Owners: \_\_\_\_\_

## Action Taken by Plan Commission

The Town of Brigham Plan Commission will do a site visit to observe the parcel, driveway location and staked area(s) at significant locations. They may photograph the parcel. Upon completion of the site visit (and any other site visits scheduled), they will return to the Barneveld-Brigham Municipal Building for discussion/decision/recommendation of the application request(s). The Town, or their representative, will revisit the site, as necessary.

1<sup>st</sup> Site Visit: \_\_\_\_\_ 2<sup>nd</sup> Site Visit: \_\_\_\_\_

### Recommendation:

- Approve
- Deny
- Request for Additional Information:

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Comments regarding action:

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\_\_\_\_\_  
Signature of Plan Commission Chair

\_\_\_\_\_  
Date

## Action Taken by Town Board

### Recommendation:

- Approve
- Deny
- Sent back to Plan Commission
- Request for Additional Information:

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Comments regarding action:

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\_\_\_\_\_  
Signature of Town Board Chair

\_\_\_\_\_  
Date

*Town Criteria 1 – 8 are mandatory.*

		<b>Town of Brigham Residential Siting Criteria in Agricultural Zoning Districts</b>
<b>Complies</b>	<b>Does Not Comply</b>	
<input type="checkbox"/>	<input type="checkbox"/>	<b>1. Minimum Lot Size</b> Minimum lot size in this category shall be 2 acres.
<input type="checkbox"/>	<input type="checkbox"/>	<b>2. Density Standard</b> One residence per 20 acres. This applies to existing residences being separated off larger parcels as well as new residences on new parcels.
<input type="checkbox"/>	<input type="checkbox"/>	<b>3. Driveway Standards</b> See Town of Brigham Driveway Ordinance.
<input type="checkbox"/>	<input type="checkbox"/>	<b>4. Compliance with Town Future Land Use Map in the Comprehensive Plan</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>5. Compliance with Town Ordinances</b> See Town of Brigham Ordinances.
<input type="checkbox"/>	<input type="checkbox"/>	<b>6. Zoning Compliance</b> Buildings are not allowed on C-1 Conservancy lots or in an AC-1 Conservancy Overlay District. Lots less than 40 acres must be rezoned out of A-1 Exclusive Agriculture.
<input type="checkbox"/>	<input type="checkbox"/>	<b>7. Prohibit Subdivisions</b> Not more than 4 splits in 5 years.
<input type="checkbox"/>	<input type="checkbox"/>	<b>8. Remaining Parcels</b> Confirm remaining parcels are either: <ul style="list-style-type: none"> <li>• Greater than 40 acres; or</li> <li>• Compliant with all requirements of the Land Division and Building Site Ordinance</li> </ul>

*Town Criteria 9 – 14 will be assessed on a case-by-case basis. Any items marked as “Does Not Comply” shall be described below, along with any mitigation techniques that are required.*

		<b>Town of Brigham Residential Siting Criteria in Agricultural Zoning Districts</b>
<b>Complies</b>	<b>Does Not Comply</b>	
<input type="checkbox"/>	<input type="checkbox"/>	<b>9. Lot Lines</b> Lot lines shall be located so as to minimize the breakup of contiguous tracts of agricultural or man-made boundaries, such as roads, fence rows, woods, waterways, streams, or similar boundaries. If lot lines must cross agricultural fields because other boundaries are not possible, it is desirable to locate them in such a way so as to maintain the maximum size agricultural fields in large contiguous parcels. Flagpole lots are not allowed.
<input type="checkbox"/>	<input type="checkbox"/>	<b>10. Lot Size</b> Lots/Building Envelopes shall be sized and shaped to minimize the breakup of contiguous tracts of agricultural lands.
<input type="checkbox"/>	<input type="checkbox"/>	<b>11. Driveways</b> Driveway location and length shall minimize impact on productive agricultural croplands. They shall utilize existing property lines or appropriate natural features, or be limited in length to remove a minimum amount of cropland from production. Driveways shall comply with all provisions of Ordinance 3.01.
<input type="checkbox"/>	<input type="checkbox"/>	<b>12. Strip developments</b> Strip development shall be avoided whenever possible. If several Building Envelope(s) must be located along the roadway, it is desirable to mitigate their impact by requiring screenings and/or varying the driveway lengths, lot sizes, and setbacks.
<input type="checkbox"/>	<input type="checkbox"/>	<b>13. Compatibility with Surrounding Legal Uses</b> All proposals will be evaluated for compatibility and to minimize impacts on surrounding legal uses.
<input type="checkbox"/>	<input type="checkbox"/>	<b>14. Farmland Preservation</b> The location and size of the proposed residential lot(s) should comply with all the following: <ul style="list-style-type: none"> <li>• Land Division should not convert prime farmland from agricultural use or convert land previously used as cropland or pasture, other than a woodlot, from agricultural use if on the farm there is a reasonable alternative location or size for a nonfarm residential lot.</li> <li>• Should not significantly impair or limit the current or future agricultural use of adjacent farmland.</li> <li>• Provide minimal encroachment into existing or potential cropland.</li> </ul>