

Town of Wellington  
Site Permit for Buildings Other than Dwellings Application  
(01/01/2025)

Instructions: Read the Town of Wellington's "Site Permit for Buildings Other than Dwellings" Ordinance (No. 16.02) and then complete this application. Return the completed application along with your payment to the Town Clerk. **Permit Fee is \$25.00. Make checks payable to the Town of Wellington.**

The undersigned hereby makes application for a Site Permit for the work described on this application. The undersigned agrees that work shall be done in accordance with all requirements of the "Site Permit for Buildings Other than Dwellings" Ordinance (No. 16.02) and any other relevant Town, County or State requirements.

NOTE: This is an application not a permit. It will become a permit after it's approval by the Town Board. Once a permit is issued, construction must begin within one (1) year from date of the permit's approval.

Application Date \_\_\_\_\_ Applicant Name \_\_\_\_\_

Applicant Street Address \_\_\_\_\_

City, State & Zip \_\_\_\_\_ Applicant Phone # \_\_\_\_\_

Building Site Address or Plat Book Description \_\_\_\_\_

Does the Applicant have a... Building Site Driveway Permit? \_\_\_\_\_ Building Site Fire Sign? \_\_\_\_\_

Building's Purpose \_\_\_\_\_

Building's Dimensions (in feet) Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_ Sq. Footage \_\_\_\_\_

Building's Estimated Cost \_\_\_\_\_ Builder's Name \_\_\_\_\_

On a separate page, diagram the proposed building's location on its building site with approximate distances (in feet) from existing buildings, the closest road, and the closest neighbor's property line.

On a separate page, provide a diagram of the front elevation of the proposed building. This could be hand-drawn diagram or a copy of a contractor's rendering (such as a blue print).

\_\_\_\_\_

I certify that I have read and understand the "Site Permit for Buildings Other than Dwellings" Ordinance (No. 16.02) and that this application is complete and correct to the best of my knowledge.

Applicant's Signature \_\_\_\_\_

XX X

TOWN BOARD USE ONLY

Date Submitted to Town Clerk \_\_\_\_\_ Date Reviewed by Town Board \_\_\_\_\_

Town Board's Action: Permit Approved \_\_\_\_\_ Permit Number \_\_\_\_\_

Permit Denied \_\_\_\_\_ Reason for Denial \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Town Chairman \_\_\_\_\_ Town Clerk