



APPLICATION FOR SPECIAL PRIVILEGE LOADING and ACCESSIBLE PARKING ZONES

Village of Shorewood
 Planning & Development Department
 3930 N. Murray Avenue, Shorewood, WI 53211
 Phone (414) 847-2640 Facsimile (414) 847-2606
 www.villageofshorewood.org

Regulations pertaining to Loading and Accessible Parking Zones are located in Village Code 500-24

***** Approval by the Village Board of Trustees is required for standard Loading Zones.**

OFFICE USE ONLY	FEES:	
	LOADING*	
	INITIAL/MODIFIED	\$150.00
	RENEWAL	\$100.00
	ACCESSIBLE LOADING	\$0.00
	ACCESSIBLE PARKING	\$0.00
Permit #	Received	
PDD Review		
Village Board Consideration		
Outcome		

*Fees shall be waived for governmental units per 500-24

Property Address:	Business Name:
Property Owner's Information	Business/Applicant's Information
Name	Name
Address	Address
City/State/Zip	City/State/Zip
Phone	Phone
Email	Email
Description of Loading Zone, Accessible Loading Zone or Accessible Parking Zone Request	
Location, including length:	
Explanation/Reason:	
Requested Regulation (Days/Times):	Loading Zone Accessible Loading Zone Accessible Parking Zone
Are plans, sketches or drawings attached?	Y N
OFFICE USE ONLY – Conditions of Approval	

Material Submission and Conditions of Approval

- The petitioner is required to submit a map indicating the proposed location in relation to driveways, crosswalks, light poles, street furniture, planters or other materials placed within the public right-of-way.
- All Loading and Accessible Parking Zones shall be renewed annually by May 1 of each year. Failure to do so may result in the removal of any previously approved Special Privilege.
- Signage associated with approved applications will be installed by the Department of Public Works as soon as practical.

Read below and sign for explanation of terms and conditions of special privilege approval.

General Conditions for Special Privilege Approval

1. The petitioner agrees that the Village of Shorewood, its employees, agents or representatives, shall be held harmless from all liability for injury to the previously mentioned property and damages accruing there from by acts of any Village employees, agents, or representatives in carrying on their assigned duties in such capacity of employment, on the property above described.
2. The petitioner agrees to remove said privilege whenever public necessity so requires or when ordered upon resolution adopted by the Village Board.
3. The petitioner agrees to comply with all laws of the State of Wisconsin and all ordinances of the Village of Shorewood, to abide by any order or resolution of the Village Board affecting this privilege, to be primarily liable for damages to person or property by reason of granting such privilege, and to hold the Village of Shorewood harmless from any or all liability.
4. Petitioner agrees that if in the opinion of the Planning & Zoning Administrator of the Village of Shorewood, the privileges, projections or encroachments permitted herein become out of repair, unsafe or unsightly, and upon receipt of written notice thereof, petitioner will, within five (5) days from the receipt thereof, maintain, repair, or remove such privilege, projection or encroachment at petitioner's expense. It is further agreed and understood that should petitioner fail to comply with said notice to maintain, repair or remove said privilege, projection or encroachment, the Village of Shorewood will have the right to maintain, repair or remove such privilege, projection or encroachment and charge the cost of same to petitioner or property owner.
5. Should this special privilege be discontinued for any reason whatsoever, petitioner agrees to remove all construction work executed pursuant to this special privilege, to restore to its former condition (subject to the approval of the Planning & Zoning Administrator), any curb, pavement, or other public improvement which was removed, changed or disturbed by reason of the granting of this privilege. Petitioner further agrees not to contest the validity of Section 66.0425 of the Wisconsin Statutes, or the legality of this special privilege in any way.
6. The petitioner must cooperate with and be responsive to the Shorewood Department of Public Works (DPW) so that the DPW may efficiently complete tasks and activities related to cleaning and maintenance of the right-of-way.

As the petitioner, I have read the above, and agree to all of the conditions.

I further agree to inform my employees/staff of these requirements if applicable.

Signature of Petitioner

Date