

Town Planning Commission (Clover)  
RV Placement Permits & Class A Special Use Permits  
Guidelines, TPC adopted March 4, 2014

- I. The Bayfield County Planning & Zoning Dept. in Washburn issues *Special Use Permits* for property owners who wish to park an RV on their lot which is within the Town of Clover. There are two types of permits:
- A. RV Placement Permits; the Town has no input/authority related to these permits
1. may not be used as a permanent residence or as a storage structure.
  2. may be placed without restriction for up to 21 days without a permit (Town Clerk should be notified)
  3. with a permit, may be placed for up to four months, then the RV has to be removed
  4. Requirements:
    - a. county dimensional & setback requirements must be met
    - b. must be a sanitary system (compliance w/County Sanitary Ordinance)
    - c. permits may be issued year after year
- B. Class A Special Use Permits can be for more than four months if:
1. The Town Board recommends approval, and
  2. The dimensional, setback, & sanitary requirements (4. a. and b. above) are met
    - a. Zoning may attach conditions i.e. expiration dates agreeable to the applicant.
  3. (Class A) Special Use Permit Applications filed with the County; applicants required to give written notice to the Town Clerk and request the Town Board's recommendation; TPC will first review the application.
- II. TPC Procedures [The Town of Clover has a *Worksheet* that will streamline the process]
1. Town Chairperson notifies TPC Chairperson to discuss the permit application at the next monthly meeting.
  2. \_\_\_ TPC will observe the property, w/owner's permission, noting how the property is zoned.
  3. TPC may recommend approval of the permit if the following conditions are met:
    - \_\_\_ a. Physically check the site and note what the property is zoned \_\_\_\_\_
    - \_\_\_ b. dimensional & setback requirements must be met \_\_\_\_\_
    - \_\_\_ c. driveway is in compliance with the Town Driveway Ordinance; \_\_\_\_\_
    - \_\_\_ d. Bayfield County FIRE NUMBER in place or active application filed with Bayfield County Emergency Management for number and sign, to be included on the application by the County designee
    - \_\_\_ e. a sanitary system in place (other than a Camping Unit Transfer Container CUTU); \_\_\_\_\_
      - aa. town sewer, holding tank, septic or vault toilet or privy (if no pressurized water on site)
    - \_\_\_ Other: \_\_\_\_\_
  4. TPC will consider the Goals stated in the Town Comprehensive Plan that are applicable, and will be noted:
    - a. Goal 1: Discourage travel home parks, mobile homes, apartments, duplexes; (RVs could be considered in the same category)
    - b. Goal 5 objective: New development shouldn't adversely affect the value of property or livability of neighboring properties
    - c. Goal 5 objective: Encourage building designs that blend in with the natural landscape
  5. It would be helpful and meaningful if the property owner included a "Development Plan" with their application including timelines so TPC could see that progress was being made toward appropriate permanent housing.
  6. TPC will recommend permit approval, generally for two years, to the Town Board when the conditions in 3 a-b-c-d-e, above, are met.