

TOWN OF ARCADIA

Trempealeau County



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THE TOWN OF ARCADIA PROCEDURES FOR A NON METALLIC SAND MINE

1. Town of Arcadia Clerk must be provided with 4 copies of the non metallic sand mine proposal. The Town Clerk will date stamp each copy, and provide copies to each of the Town of Arcadia Board of Supervisors.
2. The non metallic sand mine must contact all surrounding and adjoining residents to advise those residents of the time and the date of Town of Arcadia Board meeting in which the non metallic sand mine will make their initial presentation to the Town of Arcadia Board of Supervisors. Verification that the residents were contacted must be provided to the Town Clerk two weeks prior to the meeting. **The permittee will notify everybody within one mile of the property boundaries/property lines and the adjoining residents. The permittee will publish a Class 2 Notice in the Trempealeau County Times.**
3. Verification may be in the form of a letter, email, or telephone or personal contact. If the resident was contacted by telephone or in person, some form of documentation is required. If the Town Clerk does not receive verification, the meeting with the Town of Arcadia Board of Supervisors will be cancelled and rescheduled for another date.
4. The first meeting with the Town of Arcadia Board of Supervisors is a **brief overview (not more than 15 minutes)** of the non metallic sand mine. This meeting is the Initial Presentation.
5. The second meeting is the Formal Presentation in which the specifics of the non metallic sand mine must be presented. **There will be a minimum of a 2 week period of time between the Initial Presentation and this second meeting/ Formal presentation.** The Board of Supervisors will be asking questions. At this meeting the Chairman will open the floor to the public so they have an opportunity to state their concerns and ask questions. At this meeting, the Board of Supervisors will determine whether or not they have or do not have an objection to the non metallic sand mine. If the Board of Supervisors does not object to the non metallic sand mine a third meeting will be scheduled for the Conditional Use of the non metallic sand mine.
6. The third meeting is where the Conditional Use is discussed and changes are made specific for the non metallic sand mine. **There will be a minimum of a 2 week period of time between the Formal Presentation and this third meeting/ Conditional Use meeting.**

7. After the Conditional Use is set, a letter will be mailed from the Town of Arcadia to Trempealeau County Environment and Land Use Committee stating that the Town of Arcadia Board of Supervisors has no objection to the Conditional Use as set at the previous meeting. A copy of the Conditional Use will also be mailed along with the letter. Allow 7 working days for the letter to be submitted to Trempealeau County Environment and Land Use Committee.

8. Any amendments to the original conditions must follow the same procedure as described in steps 1 through 7.

9. The new procedures will apply to all applicants effective as of the date of passage.