

Case Name: \_\_\_\_\_

CITY OF LAKE MILLS

**APPLICATION FOR FINAL PLAT APPROVAL**

(rev102007)

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*DO NOT WRITE IN THIS SPACE – FOR OFFICE USE ONLY*

Date Filed: \_\_\_\_\_ **THIS FILING DATE MUST BE STAMPED ON THE BACK OF THE PLAT WHEN IT IS FILED WITH THE CITY CLERK-TREASURER. FAILURE TO OBTAIN THIS STAMP MAY EXTEND THE TIME FOR APPROVAL BY THE CITY BEYOND THE REQUIRED 60 DAYS AFTER FILING IF NO PROOF OF THE DATE OF FILING MAY OTHERWISE BE ASCERTAINED. IT IS THE APPLICANT'S RESPONSIBILITY TO VERIFY THAT THE FILING DATE IS PROPERLY NOTED.**

Fee Paid – Receipt No.: \_\_\_\_\_ Amount: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

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Action by Plan Commission: \_\_\_\_\_

Action by City Council: \_\_\_\_\_

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**NOTICE TO APPLICANTS**

1. There will be no refund of any application fee for approvals not granted or withdrawn.
2. No incomplete applications will be acted upon.
3. Complete applications must be received not less than 14 days before the next regular meeting of the Plan Commission to be placed on the agenda for that meeting.
4. The applicant is advised to include all attachments required as a part of the application, including all approvals by outside agencies.
5. Applicants are urged to coordinate their activities with City staff in advance of application deadlines.
6. If it appears likely that the 60-day statutory deadline for final action will likely occur before a complete application can be submitted, then the application will be denied, unless a written waiver is submitted that extends the deadline for final action to a time beyond that deadline. Even with such a waiver in writing, however, no incomplete application will receive consideration beyond being tabled until a complete application may be submitted.

7. The Final Plat must comply with the Technical Details required under sec. 11-4-4 and Wis. Stats. Ch. 236, and the required engineering plans and specifications must meet the requirements of Title 11 and any approved specifications of the City for all public improvements to be dedicated to the City.
8. The City may grant conditional approval of the Final Plat subject to completion of minor modifications to the Final Plat or documents.
9. The City Clerk will not sign the Final Plat until: (a) all required modifications or conditions of approval have been completed; (b) until a Developer's Agreement has been signed between the parties; and (3) until a financial guarantee in the approved form and amount has been provided to the City.

**Case Name:** \_\_\_\_\_

**APPLICATION FOR FINAL PLAT APPROVAL**

1. Name of Subdivision: \_\_\_\_\_
2. Name of Subdivider: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Email address of Subdivider: \_\_\_\_\_
3. Name of Local Agent: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Email Address of Local Agent: \_\_\_\_\_
4. Owner of Record: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Email Address of Owner of Record: \_\_\_\_\_
5. Engineer: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_
6. Land Surveyor: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_
7. Attorney: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_
8. Subdivision Location: \_\_\_\_\_  
 \_\_\_\_\_
9. Present Land Use: \_\_\_\_\_  
 Proposed Land Use: \_\_\_\_\_
10. Tax Parcel Number: \_\_\_\_\_
11. Present Zoning: \_\_\_\_\_  
 Proposed Zoning: \_\_\_\_\_

12. Total Area (Acres): \_\_\_\_\_ Total Number of Lots: \_\_\_\_\_

13. Is any open space being offered as part of this subdivision application? \_\_\_\_\_

If so, what amount? \_\_\_\_\_

14. Are any waivers from the Subdivision Regulations requested? \_\_\_\_\_

If so, a separate application for a Planned Development District is required.

15. **Attach thirty-five (35) copies of the Final Plat.**

16. Have any changes been made since the Preliminary Plat was approved? If so, describe:

\_\_\_\_\_  
\_\_\_\_\_

17. Applicant's Comments (if any): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

18. Additional exhibits submitted by Applicant: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Applicants are reminded that City Code permits the City to charge the Applicant for the full cost of all engineering and planning consultant charges for work billed to the City in connection with the Subdivision approval and construction required under Title 11.**

**In addition, the costs of services by the City Attorney in connection with the subdivision approval and completion may be charged to the Applicant at a rate established from time to time by the Council.**

**I (We) certify that all of the above statements and the statements contained in any papers or plan submitted herewith are true to the best of my (our) knowledge and belief.**

\_\_\_\_\_  
(Signature of Applicant) (Date)

\_\_\_\_\_  
(Signature of Owner, if different) (Date)