

FORM 3: CERTIFIED SURVEY MAP REVIEW

Date	Project Name
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SUBMITTAL REQUIREMENTS:

Materials listed below must be provided to the Village of Mukwonago in accordance with Village Municipal Code Chapter 45 Article IV, and other pertinent sections of Village ordinances, WI Stats. 236.34 and as necessary to permit review that is consistent with proper planning practice. The Village will strive to accommodate reasonable requests for informal preliminary staff review, however the Village shall not place any items on the agenda for Plan Commission consideration until such time as the application is complete in accordance with all requirements specified on this and other attached application forms.

In the case of a CSM, the submittal date, for the purposes of WI Stats. 236.34, is the date that the application is certified as complete by Village staff.

Sixteen (16) copies of the application packet must be filed with the Village Clerk at least 25 days prior to the meeting of the Planning Commission at which action is desired.

I understand the Village policy as stated above.

Date	Signature of Applicant(s)
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SUPPLEMENTAL INFORMATION:

Additional Required Information

PROPOSAL DESCRIPTION: Please attach a statement detailing the reasons and background for this request including: details of proposal, services provided, wares sold, plans and hours of operation, number of employees, frequency of customer visits, frequency of deliveries to site, description of any interior/exterior modifications or additions to be made to property, any outside storage (dumpsters, trucks, materials...), number of parking stalls, screening/buffer type, any other information available. **PLEASE EXPLAIN IN DETAIL.**

Office Use Only

Date Submitted	Date of Plan Commission	Signature of Staff Member
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RECEIVED: (Staff: Check each individual box as information is confirmed. If not applicable, mark N/A.)

- Standard Application and Additional Required Information sheet (Forms 1 and 2)
- Certified Survey Map prepared in compliance with WI Stats. 236.34 and showing the following information on its face:
 - Surveyor's certificate and date, including statement of compliance with all provisions of Village Code Chapter 45 and WI Stats. 236.34
 - Labeled as "Certified Survey Map"
 - Location of survey
 - The graphic scale (minimum 1" = 30')
 - North arrow
 - The names and addresses of the owner, subdivider and surveyor
 - All existing buildings, appurtenances (i.e. fences, hydrants, utilities, etc.) and easements (recorded and apparent), located on the property and within its influence to the centerline of adjoining streets
 - Watercourses, drainage ditches (including determination of navigability), and other features pertinent to proper division
 - Names of adjoining streets, highways, parks, cemeteries, subdivisions, ponds, streams, lakes, flowages and wetlands
 - Setback or building lines required by the Planning Commission
 - Additional yards required by the Planning Commission
 - All lands reserved for future public acquisition
 - Delineation of any wetlands, and by whom and when the delineation was done
 - Floodland and shoreland boundaries, and contour line lying at a vertical distance of two feet above the elevation of the 100-year recurrence interval flood or, where such data is not available, at a vertical distance of five feet above the elevation of the maximum flood of record.
 - Statement if municipal sanitary sewer will be used and, if not, provide the location, area, depth, and type of the soil absorption waste disposal system for each building site
 - Well location(s)

Architect

Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Professional Engineer

Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Registered Surveyor

Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Contractor

Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			