

REQUEST TO BE ON TOWN OF WARREN PLANNING COMMISSION AGENDA

Dated: _____ Clerk Received: _____
Property Located At: _____
Legal Description: _____
For the following reason: _____

Name: _____ Contact Person: _____
Address: _____ Fax: _____ Phone: _____

_____ **Must Attach St. Croix County Technical Review Committee Comment Letter.**
Minimum of 15 days notice to be put on Agenda to allow Members, Engineers & Attorneys sufficient time for review. Attendance recommended at the meeting to answer questions. Regular Plan Commission meetings are the 1st Monday of every month. Special Plan Commission Meeting is \$250.

_____ **Site Fees (two) Planning Commission Agendas, Add'l meetings require second fee -**
\$40 CSM for Minor Subdivision - Preliminary Plan Fee \$150

_____ Submit **ten copies of map(s)** (7 Planning Commission, 1-Clerk, 1-Attorney, 1-Engineer);
Must be no larger than 11X17, **partial information will not be accepted.**

All maps should include:

- Site Plan
- Setbacks (front, side and back yards) prior to building permit
- Easements (utilities, rights of ways, access easements, drainage easements, etc...)
- Non-buildable Out-lots
- Grading plan
- Septic and wells including alternate site for septic
- Driveway access, shared driveways
- Net building areas
- 200 foot overview of surrounding plats or properties adjacent to site

Some Maps may require:

- Ghost platting
- Constructed waterways
- Retention ponds (slopes, specifications, and engineering as built)
- Lighting plans
- Parking, fencing, berms-plantings (special exceptions)
- 20% or grater slopes (Upland conservancy)
- Lowland wetland areas (Lowland conservancy)
- Elevation and grading plans (exhibits to elevation ordinance or builders agreement)
- Drainage Easement and Stormwater Management Maintenance Agreement

_____ Escrow Fees shall be deposited per 14-1-90: \$300 CSM, \$1000 for each five lots up to \$5000. Any costs related to Preliminary Plat and Final Plat approval for Attorney, Engineer or Administration costs shall be reimbursed to the Town by the Developer.

See Ordinance Title 14, Subdivision Regulations, for complete information on fees and other requirements. Impact fees are due prior to issuing of building permit for new development. Additional information may be needed.

Applicant(s) Signature(s): _____
Date Paid: _____ Fees: \$ _____

Town of Warren
720 112th Street
Roberts, WI 54023
Phone 715-749-9013
Fax 715-749-9014
townofwarrenwi@msn.com