



Plan Commission Application – 2023

~Application must be completed in full~

Applicant - Owner		Applicant's Agent	
		Name	
Address		Address	
Email		Email	
Phone #		Phone #	
Fax #		Fax #	

Parcel No(s). _____ **Type of Proposal – Please check boxes below that apply**

Requires Public Hearing (Class One)	FEES	Requires Public Hearing (Class Two)	FEES	Public Hearing Not required	FEES
<input type="checkbox"/> Preliminary Plat	\$500+AF	<input type="checkbox"/> Conditional Use	\$425+F	<input type="checkbox"/> Annexation	At cost
<input type="checkbox"/> Preliminary Plat (reapplication)	\$500+BF	<input type="checkbox"/> Rezoning (map)	\$475+F	<input type="checkbox"/> Dev. Agreement Including Addendums	\$400 F
<input type="checkbox"/> Certified Survey Map	\$300+FG	<input type="checkbox"/> Zoning Amendment (text)	\$475 +F	<input type="checkbox"/> Final Plat	\$500 +CF
<input type="checkbox"/> Condominium	\$300+EF	<input type="checkbox"/> USA/MMSD Annexation	At cost	<input type="checkbox"/> Final Plat (reapplication)	\$400 +DF
<input type="checkbox"/> Comprehensive Plan Amendment	\$500+F			<input type="checkbox"/> Site/Design Review	\$400 + F

- +** = Plus publication and notification charges
- A** = Plus \$50.00 per lot
- B** = Any preliminary plat which has previously been reviewed/ revised within the last 36 months
- C** = Plus \$50.00 for each lot within the final plat
- D** = Any final plat which has been previously reviewed or/ revised within the last 36 months
- E** = Plus \$40.00 for each unit shown
- F** = Plus actual legal, engineering and financial consulting costs incurred by the Village
- G** = Plus \$25.00 per lot for two or more lots.

Escrow Deposits (covers costs for outside consultants; e.g., engineers, attorneys, etc.)	
<input type="checkbox"/> R-E, R-3 & PD (up to 50 acres)	\$5,000
<input type="checkbox"/> R-E, R-3 & PD (greater than 50 acres)	\$10,000
<input type="checkbox"/> Site/Design Review (less than 2,000 sq. ft.)	\$1,000
<input type="checkbox"/> Site/Design Review (2,000 sq. ft. or more)	\$2,000
<input type="checkbox"/> All Plats including condominiums	\$5,000

Nature of the development proposal: Must provide address of proposed development, legal description, current zoning and description of proposal/request. (Attach additional paper if needed)

PLEASE READ AND SIGN AT THE BOTTOM ON THE REVERSE SIDE

Has this specific proposal been previously discussed or acted upon by the Plan Commission?

YES NO (If "yes" state the nature and the date(s) of the previous application.)

Submittal Requirements: One (1) hard copy 8 ½ x 11, except site plan sheets which should be 11 x 17, and one (1) electronic (pdf) copy. A completed in full application can be submitted to the Community Development Department (5915 Milwaukee Street, McFarland, WI 53558, community.development@mcfarland.wi.us), with fees included with submittal **by *NOON of the deadline day**, according to the schedule below.

Village of McFarland Plan Commission 2023 Schedule

The Village of McFarland Plan Commission normally conducts meetings on the third Tuesday of each month, unless otherwise noted below at 7:00 p.m. at the McFarland Municipal Center in the Community Room. To ensure adequate time for staff review, and publication of legal notices; potential agenda item materials are required to be submitted per the schedule listed below.

<u>*Submittal Deadline Noon on:</u>	<u>For Scheduled 2023 Meeting date of:</u>
December 6 (2023)-----	January 17
January 10 -----	February 21
February 7 -----	March 21
March 7 -----	April 18
April 4-----	May 16
May 9-----	June 20
June 6-----	July 18
July 5 -----	August 15
August 8 -----	September 19
September 5 -----	October 17
October 10-----	November 21
November 7 -----	December 19 (Pending)
December 5-----	January 16, 2024 (Pending)

Note, applications requiring a public hearing will be scheduled for a hearing according to the schedule above, with action considered at the next scheduled Plan Commission meeting following the public hearing. Applicants are encouraged to contact the Community & Economic Development Director for a pre-application meeting to review the project and submittal requirements prior to submitting an official application.

Acknowledgements:

- I understand failure to provide required materials/information/fees by the submittal deadline can result in this application being withdrawn for consideration by the Plan Commission. Materials submitted for review after the submittal deadline date, or incomplete submittals, may be held over until the next scheduled meeting.
- I understand any fees not paid for (i.e. legal notices, mailings, consultant review costs, etc.) will require any permits to be withheld until all payments are made in full. In addition, all application fees are non-refundable.
- I understand Plan Commission applications requiring a Public Hearing will not be acted on the same night as the Public Hearing.

X

Signature of Applicant/Agent

Date