

Village of Johnson Creek

125 Depot Street, P.O. Box 238, Johnson Creek, WI 53038 (920-699-2296)

Final Plat Application

Village Code - Chapter 245-26

The following information and documentation is required to be submitted to the Village Administrator prior to 2:00 p.m. on the first Friday of the month in which you wish Plan Commission consideration. Please include the following information with your completed Final Plat Application.

- Ten (10) copies of the completed application, Agreement for Reimbursable Services and final plat (11"X17"), folded to (8½"X11") as prepared by a land surveyor registered in the State of Wisconsin.
- A reproducible Mylar and computer copy must be submitted with Final Plats.
- Provide any additional information as required by the Building Inspector, Plan Commission or Village Board.
- Payment Application Schedule: (Village Code – Chapter 33 - Fees)

Final Plat

Residential

0-20 Lots	\$300
21-60 Lots	\$400
Over 60 Lots	\$500

Commercial

0-15 acres	\$500
16-40 acres	\$750
41 acres or more	\$1000

Resubmittal	\$250
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Reimbursable Development Costs Fee (See Appendix A) (Village Code - Chapter 33 - Fees)

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The following information and documentation must be submitted to the Village Administrator, 125 Depot Street. Phone: (920) 699-2296. Please type this information if possible. On the face of the Final Plat, show correctly the following information:

NAME OF PROJECT	
Owner's Name	
Owner's Address	
Owner's Phone	
Owner's Fax #	
Title or name under which the proposed subdivision is to be recorded. Such title shall not be the same or similar to a previously approved and recorded plat, unless it is an addition to a previously recorded plat and is so stated on the plat.	
Property location of the proposed subdivision by government lot, quarter section, section, township, range, county and state.	
General location sketch showing the location of the subdivision within the U.S. Public Lands Survey section	
Legal Description	-Can attach-
Name and Address of Subdivider	
Name and Address of Land Surveyor preparing the plat.	
Entire area contiguous to the proposed plat owned or controlled by the Subdivider shall be included on the Preliminary Plat even though only a portion of said area is proposed for immediate development.	

Signature of Owner

Signature of Petitioner

Date of Signature

Date of Signature

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Agreement for Reimbursable Services

Petitioner/Applicant/Property Owner

In accordance with Village Code - Chapter 250-138 the Village may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in its review of a proposal coming before the Plan Commission. The Village reserves the right to apply the charges for these services as well as for staff time expended in the administration, investigation and processing of applications to the Petitioner.

The Petitioner is required to provide the Village with an executed copy of this agreement as a prerequisite to the processing of the development application. The submittal of a development proposal application or petition shall be construed as an agreement to pay for such professional review services applicable to the proposal. The Village may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until such fees are paid by the Petitioner. The Property Owner acknowledges that review fees which are applied to a Petitioner, but which are not paid by such Petitioner, may be charged by the Village as an assessment against the subject property for current services provided the property.

Note: Consultant services (e.g. engineering, planning, surveying, legal, etc.) and Village administrative time may be charged in addition to the normal costs payable by the Applicant/Petitioner/Property Owner (e.g. application filing fees, permit fees, publication expenses, recording fees, impact fees, etc.)

(Project Name/Nature of Application)

(Property Tax Key Numbers Involved in Project)

(Signature of Applicant/Petitioner)

(Date)

(Signature of Property Owner)

(Date)

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Appendix A

(For Office Use Only)

Application Fees

Residential		
0-20 Lots	\$300	_____
21-60 Lots	\$400	_____
Over 60 Lots	\$500	_____
Commercial		
0-15 acres	\$500	_____
16-40 acres	\$750	_____
41 acres or more	\$1,000	_____
Resubmittal	\$250	_____

Reimbursable Development Cost Fees

Village Attorney

Basic - (application, correspondence, meeting attendance) \$300

_____ Review - (Plat, CSM, Zoning, CUP, PIP, GDP, PUD, Variance) \$300

Village Engineer

Site Plan Review - (grading, lighting, signage, storm water)
\$700

Review - (Plat, CSM, Zoning, CUP, PIP, GDP, PUD, Variance) \$300

Village Planner

Site Plan Review - (zoning, comprehensive plan, landscaping) \$500

_____ Review - (Plat, CSM, Zoning, CUP, PIP, GDP, PUD, Variance) \$300

Village Administration

Basic - (pre-application meetings, legislation, correspondence) \$300

_____ Review - (Plat, CSM, Zoning, CUP, PIP, GDP, PUD, Variance) \$300

Reimbursable Development Cost Fees Total

(The above fees reflect the actual cost of the reimbursable costs payable with the submittal of the application. These fees do not include actual reimbursable costs billable to the applicant for the draft of any contractual agreements including development agreements or contracts and/or costs associated with the design,

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construction, inspection or dedication of public infrastructure.)

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Fees submitted with application

Application Fees _____

Reimbursable Cost Fees

Total amount received _____

Date Received

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Please check column if included

Exact Length and Bearing of the centerline of all streets.	
Exact street width along the line of any obliquely intersecting street.	
Railroad rights-of-way within and abutting the plat.	
Setbacks or building lines required by the Village of Johnson Creek Plan commission in accordance with the guidelines set forth in this Ordinance.	
Easements shall be shown on the Preliminary Plat and shall be limited to utility easements, drainage easements, conservation easements, access easements, scenic easements, mineral easements, or air rights easements. Easements shall not be used for the conveyance of street rights-of-way, pedestrian rights-of-way, park or school lands, or other public lands requiring dedication.	
All lands reserved for future public acquisition or reserved for the common use of property owners within the plat. If property reserved for common use is located within the subdivision, provisions and plans for its use and maintenance shall be submitted with the plat. A note shall be placed on the face of the Plat noting ownership and maintenance of all common use areas and that deed restriction are on file at the Jefferson County Register of Deeds.	
A note on the face of the plat noting ownership and maintenance obligations of all drainage swales, easements, retention and detention ponds or other facilities shall be required.	
Special restrictions required by the Village of Johnson Creek Plan Commission and any other approving or objecting agency relating to access control along public ways, the provision of planting strips, solar access restrictions, to preservation of wetlands, to more restrictive yard requirements, or to special restrictions for environmentally significant lands.	
Location, area, depth, and type of the soil absorption waste disposal system for each building site, if applicable.	
Floodplain limits of the 100-year recurrence interval flood as determined by the Federal Flood Insurance Study or other technical document, or where such data is not available, the elevation shall be determined by a Registered Professional Engineer and the Village Engineer shall approve the sealed documents. The contour line lying a vertical distance of two (2) feet above the elevation of the 100 year recurrence interval flood, or where such data is not available, the elevation shall be determined by a Registered Professional Engineer and the sealed documents shall be approved by the Village Engineer within the exterior boundaries of the plat or located within 100 feet there from.	
Where the Village Board, Plan Commission, or Village Engineer finds that it requires additional information relative to a particular problem presented by a proposed development to review the Final Plat, it shall have the authority to request in writing such information from the Subdivider.	
Delineation of all wetlands and shoreland/wetlands based on a field staking by the U.S. Army Corps of Engineers, the Wisconsin Department of Natural Resources, or other agency or firm certified to make such delineation by the Federal Government or the Wisconsin Department of Natural Resources.	
Location of Soil Boring Tests. The number of such tests shall be adequate to portray the character of the soil and the depths of bedrock and groundwater from the natural undisturbed surface. To accomplish this purpose, a minimum of one (1) test per three (3) acres shall be made initially. The results of such tests shall be submitted along with the Certified Survey Map.	
Location of Soil Percolation Tests where required by Section ILHR 85.06 of the Wisconsin Administrative Code, taken at the location and depth in which soil absorption waste disposal systems are to be installed. The number of such tests initially made shall not be less than one (1) test per three (3) acres or one (1) test per lot, whichever is greater. The results of such tests shall be submitted along with the Certified Survey Map.	