

Village of Johnson Creek

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

Preliminary Plat Application

Preliminary Plat Application required by Village Code - Chapter 245-90

The following information and documentation is required to be submitted to the Village Administrator prior to 2:00 p.m. on the first day of the month in which you wish Plan Commission consideration. Please include the following information with your completed Preliminary Plat Application. Plan Commission does not take any action on Preliminary Plat Applications.

- One hard copy and one electronic copy of the preliminary plat (11”X17”) prepared by a land surveyor registered in the State of Wisconsin, completed application and Agreement for Reimbursable Services.
- Any additional information required by the Building Inspector, Plan Commission or Village Board.
- Application Fee: \$500.00
- Reimbursable Services Deposit: \$1,500.00 (see Agreement for Reimbursable Costs)

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

Please type or print this 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 are 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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Preliminary Plat Application should include the following:

Please check column if included

Exact length and bearing of the exterior boundaries of the proposed subdivision referenced to a corner established in the U.S. Public Land Survey and the total acreage encompassed thereby.	
Locations of all existing property boundary lines, structures and the first floor elevations thereof, drives, visible and known wells, streams and watercourses, all wetlands, rock outcrops, wooded areas, railroad tracks and other similar significant natural and man-made features within the tract being subdivided or immediately adjacent thereto, within a distance of 200 feet.	
Location, right-of-way width and names of all existing streets, alleys or other public ways, easements, railroad and utility rights-of-way and all section and quarter section lines within the exterior boundaries of the plat or immediately adjacent thereto, within a distance of 200 feet.	
Location and names of any adjacent subdivisions, parks and cemeteries, and owners of record of abutting unplatted lands.	
Type, width and elevation of any existing street pavements within the exterior boundaries of the plat or immediately adjacent thereto together with any legally established centerline elevations, based on the National Geodetic Vertical Datum of 1929.	
Location, size and invert elevation of any existing sanitary or storm sewers, culverts and drain pipes, the location of manholes, catch basins, hydrants, electric and communication facilities, whether overhead or underground and the location and size of any existing water and gas mains within the exterior boundaries of the plat or immediately adjacent thereto, based on the National Geodetic Vertical Datum of 1929. If no sewers or water mains are located on or immediately adjacent to the tract, the nearest such sewers or water mains that might be extended to serve the tract shall be indicated by their direction and distance from the tract, size, and invert elevations.	
Corporate Limit Lines.	
Existing Zoning on and adjacent to the proposed subdivision.	
Existing contours to National Map Accuracy Standards at vertical intervals of not more than two (2) feet. Elevations shall be marked on such contours based on the National Geodetic Vertical Datum of 1929. At least two (2) permanent bench marks shall be located in the immediate vicinity of the plat; the location of the bench marks shall be indicated on the plat, together with their elevations referenced to the national Geodetic Vertical Datum of 1929, and the monumentation of the bench marks clearly and completely described.	
High-water elevation of all ponds, streams, lakes, flowages, and wetlands, within the exterior boundaries of the plat or located within 100 feet there from referenced to the National Geodetic Vertical Datum of 1929.	
Water elevations of all streams, ponds, lakes, flowages, and wetlands within the exterior boundaries of the plat and located within 100 feet there from at the date of the survey, referenced to the national Geodetic Vertical Datum of 1929.	
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.	

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Location and Results of soil boring tests, if required by the Village of Johnson Creek, within the exterior boundaries of the plat made to a depth of six (6) feet, unless bedrock is at a lesser depth. The number of such tests shall be adequate to portray the character of the soil and the depth 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 Village Engineer may require that additional tests be provided. The results of such tests shall be submitted along with the Preliminary Plat.	
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 the 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 Preliminary Plat.	
Location, width and names of all proposed streets and public rights-of-way such as alleys and easements.	
Approximate Dimensions of all lots together with proposed lot and block numbers.	
Location and approximate dimensions of any sites to be reserved or dedicated for schools, parks, environmental corridors, drainage ways, or other public use or open space, or which are to be used for group housing, shopping centers, church sites, or other private uses not requiring lotting.	
Approximate radii of all curves.	
Any proposed riparian lake and stream access with a small drawing clearly indicating the location of the proposed subdivision in relation to the access.	
Any proposed lake and stream improvement or relocation, and notice of application for approval by the Department of Natural Resources, when applicable.	
Any additional information required by the Village Board, Village Engineer or Village of Johnson Creek Plan Commission including the location of the area on the lot where a structure may be built to afford solar access to the rooftop and south wall.	
Approximate location of all wetlands based on aerial photographs provided by Southeastern Wisconsin Regional Planning Commission.	