



Filed _____ 20__ Published _____ 20__
 Public Hearing _____ 20__ _____ 20__
 Fee Paid _____ 20__ Approved _____ 20__
 Notices Mailed _____ 20__ Denied _____ 20__

FINAL PLAT OR FINAL CONDOMINIUM PLAT APPLICATION AND CHECKLIST

1. Development Name: _____
2. General Location of Development: _____
3. Number of Lots: _____ Number of Outlots: _____
4. Size of Development: _____ acres.
5. The Development abuts or adjoins a State Truck Highway. Yes No
6. The Development abuts or adjoins a County Truck Highway or a Kenosha County Park or the Kenosha County Bike Trail. Yes No
7. Number of Copies Submitted: _____ (See below for required number)

Plat Copies required by the Village of Pleasant Prairie	Number of Copies	To be Sent by the Village Clerk or Village Planner to:
All Plats	25	Village Plan Commission, Village Board and Village Staff
All Plats	1	Village Staff for Address Purposes
All Plats	3	Kenosha County Planning and Development
All Plats	2	Kenosha County Division of Highways
All Plats	1	Wisconsin Department of Administration*
If the Development abuts or adjoins a STH	3	Wisconsin Department of Transportation
If the Development lies within 500 feet of a shoreland/floodplain jurisdictional area or abuts lake or stream or wetland.	1	Wisconsin Department of Natural Resources
All Plats	1	U.S. Army Corp of Engineers
All Plats	1	Southeastern WI Regional Planning Commission
All Plats	1	WE Energies—Gas Operations
All Plats	1	WE Energies—Electric Operations
All Plats	2	AT &T
All Plats	2	Kenosha Unified School District
All Plats	1	Time Warner Cable
All Plats	1	Pleasant Prairie Post Office

* Applicant is responsible for sending the Plat and required application and review fee to the State.

Prior to submitting the Final Plat, all conditions of the Preliminary Plat shall be satisfied. In addition to submitting the required number of Final Plats listed above the following information shall be submitted:

- 1 copy of the Final Plat reduced to 11" by 17"
- Final Plat application fee
- 12 sets of Final Engineering Plans, Profiles and Specifications as approved by the Village
- 10 sets of the final Landscape Plans and 1 copy of the Landscape Plans reduced to 11" by 17"
- Final copy of the Declarations of Covenants, Restrictions and Easements
- Articles of Incorporation for Homeowners Association
- Final copy of the By-Laws
- Color rendering of the Final Plat, Landscape Plans and any other renderings to explain the project. This information shall be submitted on 11" by 17" sheets or emailed in jpg format to the Village to be used for presentation purposes.
- Any other information as specified by the Village

Upon receipt of a complete application, the Village will schedule the required Public Hearing. The Village will notify adjacent property owners, within 300 feet of the property, of the public hearing, publish an official notice at least 10 days prior to the hearing in the Kenosha News and post the notice in three public places within the Village. The Village Plan Commission will hold a public hearing and make a recommendation to the Village Board who will make a final determination of the proposal. **The applicant or his/her agent must appear at the Village Plan Commission meeting for the Public Hearing and for final action on the application.**

I,(We), hereby certify that all the above statements and attachments submitted herewith are true and correct to the best of my knowledge, and understand the above requirements and procedures.

PROPERTY OWNER:

Name: _____
(Please Print)

Signature: _____

Address: _____

(City) (State) (Zip)

Phone: _____

Fax: _____

Email: _____

Date: _____

OWNER'S AGENT OR APPLICANT:

Name: _____
(Please Print)

Signature: _____

Address: _____

(City) (State) (Zip)

Phone: _____

Fax: _____

Email: _____

Date: _____

-----FOR OFFICE USE ONLY-----

I hereby certify that I received _____ copies of the Final Plat of _____ Development on _____, 20__ and transmitted the required copies as indicated.

Village Planner or Assistant Planner

Availability of Public Sewerage Facilities

Plat Review

17 S Fairchild ST FL 7, Madison, WI 53703-3219
P.O. Box 1645, Madison, WI 53701-1645

(608) 266-3200 Fax: (608) 264-6104 TTY: (608) 267-9629

Plat Review Program
Department of Administration

E-mail: plat.review@doa.state.wi.us
<http://www.doa.state.wi.us/olis/platreview/>

I, _____, clerk of the (town) (village) (city)
of _____ County, hereby

Certify that the (town board) (village board) (city council) has resolved that public sewer will be
made available to **ALL LOTS** in the plat of _____

before buildings are occupied and that private sewerage facilities are prohibited.

(Town) (Village) (City) Clerk

Dated the _____ day of _____, 20____.

If there are questions concerning the above, please feel free to contact us at (608) 266-3200.