



ALTERNATIVE WAYS FOR COMPLETING A WETLAND STAKING IN THE VILLAGE OF PLEASANT PRAIRIE

ALTERNATIVE 1

Wisconsin Department of Natural Resources (WI DNR) Assured Biologist.

The WI DNR offers a program for wetland consultants to have WI DNR assess their accuracy in determining wetland boundaries. Individuals are assured for purposes of State of Wisconsin permits and State-mandated local programs. By using an Assured Biologist concurrence from WI DNR is not needed and wetland delineation issues are unlikely to cause delays in State permit decisions for sites at which these individuals are the lead field delineator and report author. Using this method allows for early planning and the permit application process to proceed more quickly. This approval however, may not satisfy wetland requirements for the US Army Corp of Engineers (ACOE) for any required permits necessary from the ACOE. A list of WI DNR Assured Biologists can be found on the WI DNR Website.

The property owner or his/her agent contracts with a WI DNR Assured Biologist to complete a site investigation, wetland report and stake the location of the wetlands on the property, referred to as a wetland staking. Upon completion of the wetland staking the following shall be submitted to the Village:

- ✓ Letter from WI DNR verifying the biologist is a WI DNR Assured Biologist.
- ✓ Wetland Report prepared by the Biologist.
- ✓ A Plat of Survey prepared by a Wisconsin Registered Surveyor that includes at a minimum: the property boundaries and location of any structures on the property; location and legal description of the field delineated wetlands; a note indicating the name of the biologist that completed the wetland staking and the date(s) the wetlands were staked; clear notations as to which areas are wetlands and which areas are uplands; and the square footage or acreage of each.
- ✓ A complete application and application fee to amend the Village Comprehensive Land Use Map and the Village Zoning Map pursuant to Village requirements for said amendments.

ALTERNATIVE 2

Non-WI DNR Assured Biologist

The property owner or his/her agent contracts with a qualified biologist to complete a site investigation, wetland report and stake the location of the wetlands on the property, referred to as a wetland staking. Upon completion of the wetland staking and written approval from the WI DNR, the following shall be submitted to the Village:

- ✓ Letter from WI DNR approving the wetland staking.
- ✓ Wetland Report prepared by the Biologist.
- ✓ A Plat of Survey prepared by a Wisconsin Registered Surveyor that includes at a minimum: the property boundaries and location of any structures on the property; location and legal description of the field delineated wetlands; a note indicating the name of the biologist that completed the wetland staking and the date(s) the wetlands were staked; clear notations as to which areas are wetlands and which areas are uplands; and the square footage or acreage of each.
- ✓ A complete application and application fee to amend the Village Comprehensive Land Use Map and the Village Zoning Map pursuant to Village requirements for said amendments.

ALTERNATIVE 3

Southeastern Wisconsin Regional Plan Commission (SEWRPC) Staff Biologist

The Village will, upon receipt a complete application (including the required application fee and Pre-development Agreement), coordinate with the staff biologist from the SEWRPC, based on their availability, a site investigation, wetland report and stake the location of the wetlands on the property, referred to as a wetland staking. The following procedure will be used:

- ✓ The property owner or his/her agent shall have the property boundaries clearly delineated and staked on the site by a Wisconsin registered land surveyor so that the field biologist can clearly identify the site boundaries.
- ✓ Upon receipt of the completed application, the Community Development Department staff shall forward a written request letter to SEWRPC to schedule the services of its field biologist.
- ✓ A representative from SEWRPC will contact the Village staff with the date and time of the field staking appointment. The staking appointment may be scheduled more than 90 days after the receipt of a completed application by the Village. The Community Development Department or SEWRPC will notify the owner or his/her agent of the appointment date and approximate time so that the owner/agent can notify the Wisconsin registered land surveyor.
- ✓ The SEWRPC field biologist will field stake the wetlands by flagging the limits of the wetlands on the subject property.
- ✓ The property owner/agent shall contact his/her Wisconsin registered land surveyor to prepare a plat of survey of the wetlands within five days from the date of the biologist's field staking. The owner/agent shall submit the plat of survey to the Community Development Department within 30 days from the date of the biologist's staking.
- ✓ The plat of survey, as certified by a Wisconsin registered land surveyor, shall include, at a minimum, the following information: the property boundaries and all structures on the property; the location of the wetlands as staked in the field by the biologist, including a legal description of the wetland area(s); a notation of the date when the wetlands were field staked and which agency, i.e. "Wetland boundary as marked by (agency) SEWRPC on (date) August 5, 1996"; clear notations as to which areas are wetlands and which areas are uplands; and the square footage or acreage of each.
- ✓ If the plat of survey is not completed and received by the Community Development Department within the required 30 days from the date of the field staking, the Village will, after providing notice, have the plat of survey completed and all associated costs will be invoiced to the property owner pursuant application requirements (pre-development agreement).
- ✓ Upon receipt of the plat of survey, the Village will forward a copy of the plat of survey to the SEWRPC for final review and approval.
- ✓ Within 30 days of receipt of the final written approval from SEWRPC, the Village will initiate an application to amend the Village Comprehensive Land Use Map and the Village Zoning Map pursuant to Village requirements for said amendments. All associated costs will be invoiced to the property owner pursuant application requirements (pre-development agreement).