



Office use only

PLANNING COMMISSION APPLICATION

PARTIAL INFORMATION SUBMITTED WILL DELAY REVIEW

Meeting date: 1st Monday of every month, as needed.
Submittal due date: Completed application and materials are due by the 15th of the month
Filing fee: \$350 non-refundable fee

Additional fees due at submittal:

Table with 2 columns: Fee Type and Amount. Rows include Preliminary Plat, Preliminary Plat Renewal, Final Plat, and Certified Survey Map.

Required documents:

At submission, electronic documents are emailed to planning@villageofbaldwin.com. This includes this application and all maps, plans, diagrams, photos etc.

For the Planning Commission meeting, eleven (11) hard copies of final maps, plans, diagrams, photos etc. are delivered to the commission. Hard copies should NOT exceed 11x17.

Supplemental fees charged after submittal:

1). Developer/applicant agrees to reimburse the Village for any costs related to review of preliminary plat, final plat, CSM or project approval by attorney, engineer, or administration. Additional costs will be invoiced to the developer when received by the Village.

2). Impact Fees (if applicable) are due prior to issuing a building permit or at the time of plat approval for new development.

CONTACT INFORMATION

Property Owner: _____ Company Name: _____

Subject Property Address/Location: _____

Phone: _____ Second Phone: _____

Email: _____

Agent Name: _____ Company Name: _____

Address: _____ City _____ State _____ Zip _____

Phone: _____ Second phone: _____

Email: _____

PURPOSE FOR REQUEST (site ordinance reference):

FEES DUE AT TIME OF SUBMITTAL

FEE DESCRIPTION	FEE	TOTAL DUE
Filing Fee (<i>required</i>)	\$350	\$350
Preliminary Plat	\$175 +	
_____Number of Lots	\$20.00/ea	
Preliminary Plat Renewal	\$250	
Final Plat	\$175	
_____Number of Lots	\$20.00/ea	
Certified Survey Map	\$250	
TOTAL DUE (at time of application)		

*I certify that the information I have provided in this application is true and accurate and I have submitted **the applicable fees and all necessary maps, plans, diagrams, photos etc.** to the Village of Baldwin. I understand that there may be additional charges depending on the level of review needed.*

Owner/agent signature: _____ Date: _____
(Required)

Remit to:
Village of Baldwin
400 Cedar St. P.O. Box 97
Baldwin, WI 54002
715-684-3426
planning@villageofbaldwin.com