

**FINAL PLAT
APPLICATION
Village of New Glarus**

Part A: Contact Information.

Subdivision Name: _____

1. *Owner's Name and Address* _____

Owner's Phone number: _____ *E-mail:* _____

2. *Applicant's Name and Address (if different from Property owner):* _____

Applicant's Phone: _____ *E-mail:* _____

3. *Engineer's Name and Address:* _____

Engineer's Phone: _____ *E-mail:* _____

4. *Attorney's Name and Address:* _____

Attorney's Phone: _____ *E-mail:* _____

5. Who from above is the primary contact for this application? (Who should receive correspondence/notices?)

Property Owner's Signature

Date: _____

Applicant's Signature (if different from Property Owner)

Date: _____

Part B: Submission Requirements.

Submittal Due Date: 20 days prior to the meeting of the Plan Commission at which action is desired. The Plan Commission meets the 3rd Thursday of each month. The owner or subdivider shall file 20 copies of the final plat no later than 12 months after the approval of the preliminary plat.

Checklist—See below.

Final Plat Submission Requirements Checklist

Initial Applications Must Include the Following:

Completed “Final Plat” Application Form.

Proof of ownership

OR letter of consent from property owner (if the applicant is not the property owner)

15 copies of the Final Plat prepared by a registered land surveyor, which complies with the requirements of § 236.20, Wis.Stats., Chapter 265-19, and Article VI of Chapter 265 of the Village Municipal Code

Taxes. Certifications showing that all taxes and special assessments currently due on the property to be subdivided have been paid in full.

Deed Restrictions or Restrictive Covenants

Legal Instruments creating a property owners’ association.

Developer’s Agreement enter into with the Village

Application fee: \$150 PLUS costs

Engineering and legal fees: Signed agreement with applicant for the billing of any engineering and legal fees that the Village incurs in reviewing the final plat (§ 265-51).

Landscape plan

Grading plan

Storm water management plan

Utility plan

Sediment and Erosion Control plan (for during construction period)

Traffic study

Other: _____

This Checklist (or a photo-copy of this check-list)

If revisions are required include the following:

20 reduced-size copies (11” x 17” minimum) **AND** 3 full-size copies (24” by 36”) of the Final Plat

After the final plat has been approved and recorded submit the following:

10 copies of the Final Plat

One (1) Mylar copy to be filed with the Village Engineer

For Village Staff Only:

Plan Commission

Final Application Filed: _____

Fees paid – Amount and Date: _____ Receipt #: _____

Plan Commission must complete review by (within 30 days of the date of filing): _____

Forward Final Plat to Plan Commission for Review: _____

Forward copy of final plat to the following agencies on: _____

- New Glarus Fire Department
- New Glarus Police Department
- New Glarus EMS
- Green County Zoning Department
- WIDNR
- WIDOT (if abutting a state highway)
- Village Engineer

Plan Commission Recommendation (Date _____): APPROVE DENY

Conditions of Approval: _____

If denied, reason: _____

Village Board

Village Board must complete review by (within 60 days of the date of filing): _____

Forward Final Plat to Village Board for Review: _____

Village Board Determination (Date _____): APPROVE DENY

Conditions of Approval: _____

If denied, reason: _____
