

Village of Belleville Final Plat Application

BOX 1 - CONTACT INFORMATION	
Owner/Developer Name	Phone #s
Owner Address	City / State / Zip
Email	Fax
BOX 2 - PROPERTY INFO	
Plat Name:	
General Description of Plat Area	
BOX 3 - PROCEDURE	
Pick up application. Read through expectations.	<input type="checkbox"/>
Submit within 36 months of last Preliminary Plat approval, including any conditions	<input type="checkbox"/>
Complete application, submittals and pay fees 45 days before Plan Commission meeting.	<input type="checkbox"/>
Clerk to notify approving authorities within 2 days (Developer to provide list) (see Ch 600-15)	<input type="checkbox"/>
Attend Plan Commission meeting at which application will be considered.	<input type="checkbox"/>
Plan Commission must act within 60 days: Deadline to act:	
Plan Commission meeting held. Date: _____	
Village Board:	
Clerk give at least 10 days notice prior to Village Board meeting, to Clerks of all municipalities within 1000' of the Plat	<input type="checkbox"/>
Village Board must act within 60 days: Deadline to act:	
BOX 4 - REFERENCE MATERIALS - www.bellevillewi.org	
Village Ordinance Article II, Ch. 600	Ordinance 600 - Subdivision of Land
	Ordinance 600 -15 Final Plat Procedure
Zoning Tables	Zoning Table-Residential Uses Zoning Table - Non Residential Uses
BOX 5 - SUBMITTALS	
Submit to the Plan Commission Secretary:	
1 Final Plat - 5 Copies	<i>Submitted:</i> <input type="checkbox"/>
2 Resolution of all Conditions from Preliminary Plat approval process	
a.	<input type="checkbox"/>
b.	<input type="checkbox"/>
c.	<input type="checkbox"/>
d.	<input type="checkbox"/>
e.	<input type="checkbox"/>
3 List of authorities to which the plat must be submitted - Wis Statues 236.10	<input type="checkbox"/>
4 Environmental Checklist - as submitted with Preliminary Plat	<input type="checkbox"/>
5 Executed Cost Recovery Agreement - as submitted with Preliminary Plat	<input type="checkbox"/>
5 Deposit - \$5000 - as submitted with Preliminary Plat	<input type="checkbox"/>

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BOX 6 - OWNER'S SIGNATURE

I, the applicant, understand that if any of the above required information is not submitted, the application and plans will be returned to me for resubmittal. The applicant or applicant's agent is required to be present at the review meeting. Applicant agrees to pay all reasonable costs and fees incurred by the Village for any and all reviews, approval requests and document preparation by the Village Engineer, Village Attorney or other Village Consultants relating to this application. If such fees are not paid, the Village may stop work at the site.

Applicant's Signature:

Date

BOX 7 - RETURN THIS FORM TO:

Mail: PO Box 79, Belleville, WI 53508

Drop Box: Village Hall at 24 West Main Street

Fax: 608-424-3423

Questions: 608-424-3341

Email: info@villageofbelleville.com

BOX 8 - OFFICE USE ONLY

Date Received:

By:

NOTE: Village SHALL **within 60 days** from the date of all required being received (or within extended time as agreed to) approve, approve conditionally, or reject the preliminary plat and shall state in writing the conditions of approval or reasons for rejection (600-14A). **Failure to act constitutes approval.**

Referred to Plan Commission meeting:

Admin. Fee: \$150 + \$10/ lot Check #

Deposit \$5000 - *as collected with Preliminary Plat*

BOX 9 - OFFICE USE ONLY - MATERIALS SENT TO:

The following approving authorities attest that the Final Plat conforms substantially to the Preliminary Plat, including conditions of approval and Village plans and ordinances.

	Date Sent:	Return By:	Response:
Zoning/Building Inspector	_____	_____	_____
Planner(Comp Plan Verif.)	_____	_____	_____
Village Administrator(res.)	_____	_____	_____
Engineer (plans, specs)	_____	_____	_____

BOX 10 - APPROVALS

Plan Commission meeting date: _____

Your request has been: _____

Village Board meeting date: _____

Your request has been: _____

Recorded copy received at Village Hall: _____

Deposit released to Owner: _____