

# PLANNING APPLICATION



Project Name: \_\_\_\_\_



**NOTE:** IT IS RECOMMENDED THAT YOU CONTACT THE COMMUNITY DEVELOPMENT DIVISION BEFORE ANY SUBMITTAL IS MADE (414) 329-5341 OR [GINA.VLACH@GREENFIELDWI.US](mailto:GINA.VLACH@GREENFIELDWI.US)

PROPERTY DATA/ INFORMATION NEEDED TO COMPLETE THIS APPLICATION IS AVAILABE AT <https://greenfield.ags.ruekert-mielke.com/Default.aspx> OR BY SCANNING THE QR CODE TO THE LEFT.

PROPERTY INFORMATION	
ALL FIELDS MUST BE FILLED IN OR THE APPLICATION WILL BE RETURNED TO THE APPLICANT TO COMPLETE	
Street Address:	_____
Tax Key Number:	_____
Aldermanic District: _____	Current Zoning District: _____
Property Owner's Name:	_____
Property Owner's Address:	_____
Property Owner's Email:	_____
Existing Use of Property:	_____
Previous Occupant:	_____
Total Project Cost Estimate:	_____
NAICS Number (REQUIRED): _____	(www.NAICS.com)

To be placed on the Plan Commission Agenda, the Community Development Division <b>MUST</b> receive the following <b>BEFORE THE SUBMISSION DEADLINE.</b>
<input type="checkbox"/> Completed Application <input type="checkbox"/> Payment of Fees <input type="checkbox"/> Project Description (submitted electronically) <input type="checkbox"/> Impervious Area & Disturbed Area Form (if required) * <input type="checkbox"/> Two (2) 24" x 36" sets of plans (if required) * <ul style="list-style-type: none"> <li><input type="checkbox"/> Site/ Landscaping/ Screening Plans</li> <li><input type="checkbox"/> Floor Plans</li> <li><input type="checkbox"/> Elevations</li> <li><input type="checkbox"/> Certified Survey Map (8.5" x 14")</li> <li><input type="checkbox"/> Other</li> </ul>
* Contact the Community Development Division to determine if this is required for your project.

APPLICANT	
Full Name:	_____
Company:	_____
Address:	_____
City:	_____
State: _____	Zip Code: _____
Phone Number:	_____
Email Address:	_____

Application Type & Fee	
Check all that apply. See Fee Schedule on Website.	
<input type="checkbox"/> Preliminary Certified Survey Map <input type="checkbox"/> Preliminary Subdivision Plat <input type="checkbox"/> Site/ Landscape/ Architectural Review <input type="checkbox"/> Special Use <i>Permit</i> <input type="checkbox"/> Rezoning or Planned Unit Development (PUD) <ul style="list-style-type: none"> <li>o Existing Zoning: _____</li> <li>o Proposed Zoning: _____</li> </ul> <input type="checkbox"/> Comprehensive Land Use Plan Amendment <ul style="list-style-type: none"> <li>o Existing Zoning: _____</li> <li>o Proposed Zoning: _____</li> </ul> <input type="checkbox"/> Conceptual Project Review <input type="checkbox"/> Variance/ Waiver/ Appeal from ordinances <input type="checkbox"/> Other (Specify) _____	<input type="checkbox"/> Certified Survey Map <input type="checkbox"/> Final Subdivision Plat <input type="checkbox"/> Special Use <i>Review</i>
<b>Amount Due</b>	<b>\$</b>

ARCHITECT/ ENGINEER/ REPRESENTATIVE	
Full Name:	_____
Company:	_____
Address:	_____
City:	_____
State: _____	Zip Code: _____
Phone Number:	_____
Email Address:	_____

FOR OFFICE USE ONLY (Meeting Dates)
Plan Commission: _____
Common Council Public Hearing: _____

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

Property Owner Signature \_\_\_\_\_

Date \_\_\_\_\_

(required for all applicants who are tenants)

## CITY OF GREENFIELD PLAN COMMISSION APPLICATION FEES

(Revised Fee Schedule Effective 11/03/2020)

At the time of application for consideration of an item by the City of Greenfield Plan Commission, the following fees shall be paid. Fees are non-refundable unless the application is withdrawn before the agenda is posted.

### LAND DIVISION

Certified survey map	\$550.00*
Preliminary map	\$300.00
Affidavit of correction	\$150.00
Engineering Charges (if applicable)	See Section 3.12(5)

### SITE/BUILDING/LANDSCAPE APPROVAL

New Construction	\$600.00
21%-100% change from existing situation or previously approved plans	\$450.00
0%-20% change from existing situation or previously approved plans	\$300.00
Engineering Charges (if applicable)	See Section 3.12(5)

### SPECIAL USE PERMIT

New construction - includes site and landscape approval	\$750.00
Existing site - site and landscape approval required - 21%-100% change	\$600.00
Existing site - site and landscape approval required - 0%-20% change	\$450.00
Existing site - site and landscape approval <b>not</b> required	\$350.00
Special use permit review/amend permit	\$350.00
Special use permit for a duplex on a non-conforming lot	\$450.00
Engineering Charges (if applicable)	See Section 3.12(5)

### REZONING OR ORDINANCE AMENDMENT

District change (not P.U.D.) or Ordinance Amendment request	\$650.00
Engineering Charges (if applicable)	See Section 3.12(5)

### PLANNED UNIT DEVELOPMENT (P.U.D.)

New P.U.D.	\$3,000.00
Amended P.U.D.	\$1,500.00
Engineering Charges (if applicable)	See Section 3.12(5)

### SUBDIVISION

Preliminary plat (Milwaukee County Fee = \$150.00)	\$600.00 plus \$5.00/lot
Final plat	\$400.00
Affidavit of Correction	\$150.00
Engineering Charges (if applicable)	See Section 3.12(5)

### MISCELLANEOUS

Zoning and building confirmation letter	\$200.00
Request for relief from Planning Commission requirements and/or ordinances	\$200.00
Discussion of a conceptual project	\$200.00
Approval to move a house	\$250.00
Approval for a temporary structure	\$350.00
Request for a vacation of right-of-way	\$450.00
Comprehensive Land Use Amendment	\$650.00
Engineering Charges (if applicable)	See Section 3.12(5)

(Additional Fee Required: \$75.00 to "Milwaukee County Register of Deeds" when Plan Commission application is submitted.  
Another check for \$30.00 to "City of Greenfield" will be needed prior to actual recording of the CSM.)



## Storm Water Management Pre-Permit Application

Storm water management requirements may apply if any of the following conditions apply for your site:

MMSD Chapter 13 (storm water quantity control) applies if the site has:

- 2 acres (87,170 sq. ft.) or more of disturbed area
- ½ acre (21,780 sq. ft.) of new impervious area
- Addition of between 5,000 sq. ft. and 21,780 sq. ft. (½ acre) of new impervious area

WI DNR NR 151 (storm water quality control) applies if the site has:

- 1 acre (43,560 sq. ft.) or more of disturbed area

Please enter the following information and submit this form with your Planning Application or Building Permit Application:

Date: \_\_\_\_\_ Property Address: \_\_\_\_\_

Tax Key No.: \_\_\_\_\_ Provide Total Project Area: \_\_\_\_\_ sq. ft.

Provide Net Increase (+) or Decrease (-) in Impervious Area: \_\_\_\_\_ sq. ft.

Provide Total Disturbed Area: \_\_\_\_\_ sq. ft.

Tributary Watershed (check one):

TMDL:     KK-1     KK-2     KK-4     KK-6     MN-15

Watershed:     Oak Creek     Root River

If you feel your property is exempt from SWM, please indicate the reason for your exemption:

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Applicant Name (print) \_\_\_\_\_ Applicant Signature \_\_\_\_\_

Applicant Phone \_\_\_\_\_ Applicant E-mail \_\_\_\_\_

If your project requires Storm Water Management, you will be asked to submit the required materials as you proceed with your Plan Commission and/or Building Permit Application.

Please contact Jeff Tamblin in the Greenfield Engineering Department if you have questions about storm water management applicability. [JeffT@GreenfieldWI.us](mailto:JeffT@GreenfieldWI.us) or 414-329-5323.