



**VILLAGE OF KIMBERLY**  
**Plan Commission Application**  
Certified Survey Map  
Plat  
Planned Unit Development

**Submit to:**

Street Department  
426 W. Kimberly Ave.  
Kimberly WI 54136  
920-788-7507

**Applicant Information**

Petitioner: \_\_\_\_\_ Date: \_\_\_\_\_

Petitioner Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone #: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ email: \_\_\_\_\_

Status of Petitioner (please check one): ☐ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer

Petitioner's Signature (required): \_\_\_\_\_

**Owner Information**

Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_

Owner(s) Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone #: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ email: \_\_\_\_\_

Ownership Status (please check one): ☐ Individual ☐ Trust ☐ Partnership ☐ Corporation

**Property Owner Consent (required):**

By signature hereon, I/We acknowledge that Village officials and/or employees may, in the performance of their functions and duties, enter upon the property to inspect or gather other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Village for incomplete submissions or other administrative reasons.

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CSM/Subdivision Information**

**Address/Location of Proposed Project:** \_\_\_\_\_ **Zoning:** \_\_\_\_\_

**Proposed Project or Use:** \_\_\_\_\_

**Current or Last Use of Property:** \_\_\_\_\_

**Reason for Land Division:** \_\_\_\_\_

**Proposed Number of Lots:** \_\_\_\_\_ **Proposed Lot Sizes: Min.** \_\_\_\_\_ **Max.** \_\_\_\_\_ **Average:** \_\_\_\_\_

**Acreage Contained in Parcel(s):** \_\_\_\_\_

**Land Uses Surrounding this Address: North:** \_\_\_\_\_

**South:** \_\_\_\_\_

**East:** \_\_\_\_\_

**West:** \_\_\_\_\_

Significant Natural Amenities (slope, vegetation, large tree stands, etc.): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Floodplains, navigable streams, wetlands, and other development restrictions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Note:**

- It is recommended that the applicant meet with Village Department staff prior to submittal to review the project and submitted materials.
- Application Fees must be submitted with the application.

**SUBMITTAL REQUIREMENTS – Must accompany the application to be complete.**

➤ **Basic Materials**

- ☐ Completed Application
- ☐ Legal Description of Site
- ☐ Two (2) full size paper prints of the preliminary or final plat prepared in accordance with Village Subdivision Regulations
- ☐ Twelve (12) copies of the subdivision plat reduced to 8 ½" x 11"
- ☐ One copy of the Certified Survey Map
- ☐ Digital (PDF) Copy of Preliminary Plat, Final Plat, or CSM

**Staff Use Only:**

Fees Collected: \_\_\_\_\_ Date Received: \_\_\_\_\_ Staff Initials: \_\_\_\_\_