

Case Name: _____

CITY OF LAKE MILLS

APPLICATION FOR GENERAL DEVELOPMENT PLAN APPROVAL

(Rev2007)

DO NOT WRITE IN THIS SPACE – FOR OFFICE USE ONLY

Date Filed: _____

Fee Paid – Receipt No.: _____ Amount: _____ Date: _____

Comments: _____

Action by Plan Commission: _____

Action by City Council: _____

NOTICE TO APPLICANTS

1. There will be no refund of any application fee for approvals not granted or withdrawn.
2. No incomplete applications will be acted upon.
3. Complete applications must be received not less than 40 days before the next regular meeting of the Plan Commission to be placed on the agenda for that meeting. Late submittals will not be acted upon without prior approval by the City.
4. The applicant is advised to include all attachments required as a part of the application, including any approvals by outside agencies.
5. Approval of the General Development Plan by the City shall be in effect for a period of ten years, and is subject to withdrawal by the City thereafter.
6. Applicants are urged to coordinate their activities with City staff in advance of application deadlines.
7. Submission of incomplete, altered documents on more than two separate occasions may result in payment of an additional filing fee, as determined by the City Council.
8. All reviews by the Engineering Consultant, Planning Consultant, and if necessary, the City Attorney, will result in the costs as billed by the consultants, or as determined by the Council in the case of the City Attorney, being charged to the Applicant.
9. The Applicant should consult Municipal Code section 10-14-3-C to determine what needs to be included in the submitted application.
10. In general, the application must include a map of the subject property showing all lands for which the planned development is proposed, and all other lands within 300 feet of the boundaries of the subject property, together with the names and addresses of the owners of all lands on said map as the same appear on the current records of the Register of Deeds of

Jefferson County. Said map shall clearly indicate the current zoning of the subject parts and attachments shall be submitted in a form which is clearly reproducible with a photocopier, and shall be at a scale which is not less than one inch equaling 100 feet. All lot dimensions of the subject property, a graphic scale, and a north arrow shall be provided.

11. A general written description of the proposed Planned Development should also be included, which addresses general project themes and images; the general mix of dwelling units types and/or land uses; the approximate residential densities and non-residential intensities described as dwelling units per acre, floor area ratio, and impervious surface area ratio; the general treatment of natural features; the general relationship to nearby properties and public streets; the general relationship of the project to the Master Plan.
12. The application should also include a statement of rationale as to why Planned Development zoning is proposed. This shall identify barriers that the Applicant perceives in the form of requirements of standard zoning districts and opportunities for community betterment the Applicant suggests are available through the proposed Planned Development zoning.
13. The application should include a complete list of zoning standards that will not be met by the proposed Planned Development, and the locations in which they apply, as well as a complete list of zoning standards that will be more than met by the proposed Planned Development, and the locations in which they apply. The purpose of this listing is to provide the Plan Commission with information necessary to determine the relative merits of the project in regard to private benefit versus public benefit, and in regard to the mitigation of potential adverse impact created by the design flexibility being requested for the Planned Development.
14. The application should also include a written description of requested modifications to the requirements of the underlying zoning district, and in the requested modifications should be listed in the following order: land use, density and intensity, bulk, landscaping, and parking and loading requirement modifications.
15. A General Development Plan drawing at a minimum scale of 1" equals 100", and an 11" x 17" reduction shall also be provided by the Applicant, both of which should show at least the following information in sufficient detail to make an evaluation against approval criteria:
 - a. A conceptual plan drawing (11" x 17") of the general land use layout and the general location of public streets and/or private drives, and sidewalks. The Applicant may submit copies of a larger version of the "bubble plan" in addition to the 11" x 17" reduction;
 - b. Location of recreational and open space areas and facilities and a specific description of those that are to be reserved or dedicated for public acquisition and use;
 - c. Statistical data on minimum lot sizes in the development, the approximate areas of large development lots and pads, density/intensity of various parts of the development, floor area ratio, impervious surface area ratio and landscape surface area ratio of various land uses, expected staging, and any other plans required by the Plan Commission and City Council;
 - d. Notations relating the written information provided in the application to specific areas on the GDP drawing.
16. A general conceptual landscaping plan for the subject property, noting approximate locations of foundation, street, yard and paving landscaping, and the compliance of development with all landscaping requirements of Title 10 (except as noted in the listing of requested modifications) and the use of extra landscaping and buffer yards.
17. A general signage and lighting plan for the project, including all project identification signs and concepts for public fixtures and signs (such as street light fixtures and/or poles or street sign faces and/or poles) which are proposed to vary from City standards or common practices.

18. Written justification for the proposed Planned Development. The Applicant is advised to use the requirements of the conditional use procedure in Municipal Code section 10-1-12 to develop the written justification.

If land is proposed to be divided in the Planned Development, a Preliminary Plat must also be submitted with this application for General Development Plan Review.

If an amendment to the underlying zoning is being proposed as part of this Planned Development, an application for such zoning amendment must also be included with this application for General Development Plan Review.

Case Name: _____

APPLICATION FOR GENERAL DEVELOPMENT PLAN APPROVAL

1. Name of Development: _____
2. Name of Developer: _____ Phone: _____
Address: _____
Email Address of Developer: _____
3. Name of Local Agent: _____ Phone: _____
Address: _____
Email Address of Local Agent: _____
4. Owner of Record: _____ Phone: _____
Address: _____
Email Address of Owner of Record: _____
5. Engineer: _____ Phone: _____
Address: _____
6. Land Surveyor: _____ Phone: _____
Address: _____
7. Attorney: _____ Phone: _____
Address: _____
8. Subdivision Location: _____

9. Present Land Use: _____
Proposed Land Use: _____
10. Tax Parcel Number: _____
11. Short Legal Description (or attach legal description): _____

12. Present Underlying Zoning: _____
Proposed Underlying Zoning: _____
13. Total Area (Acres): _____ Total Number of Lots: _____
Does this Planned Development involve an annexation to the City? _____
14. Are there any parking and loading modifications? _____
15. Are there any landscaping modifications? _____
16. Are there any density and intensity modifications? _____
17. Is any open space being offered as part of this application? _____
If so, what amount? _____
18. Has the Zoning Board of Appeals granted any variance, exception, or special permit concerning this property? _____
If so, list Case Number/Name: _____
19. Are any waivers from the Subdivision Regulations Requested: _____
20. Attach twenty-two (22) copies of General Development Plan.
21. List all contiguous holdings in the same ownership, if any: _____

22. Does the plan contain a General Development Plan drawing at a minimum scale of 1" =100" (11x17" reduction shall also be provided by Applicant)? _____
23. Does General Development Plan show ALL of the following?
- | | | | |
|--|-------|---------------------------|-------|
| Property Boundaries | _____ | Existing Easements | _____ |
| Land Characteristics | _____ | Flood Prone Areas | _____ |
| Wooded Areas | _____ | Topographic Features | _____ |
| General Dimensions | _____ | Stormwater Detention | _____ |
| Proposed Land Use | _____ | Proposed Blocks & Streets | _____ |
| Other special Features | _____ | Sale and North Arrow | _____ |
| General Location of Existing Utilities | _____ | | |
| General Location of Proposed Utilities | _____ | | |
24. Applicants comments (if any): _____

25. Additional exhibits submitted by Applicant: _____

In addition to the filing fee that accompanies this Application for General Development Plan Approval, the Applicant is advised that all fees billed to the City by the Consulting Engineer and Consulting Planner shall be invoiced to the Applicant for payment in accordance with ordinances adopted by the City of Lake Mills. In addition, if the services of the City Attorney are required in connection with this Application, those services will be billed to the Applicant at the rate established by Resolution of the City Council.

I (We) certify that all of the above statements and the statements contained in any papers or plan submitted herewith are true to the best of my (our) knowledge and belief.

(Signature of Applicant) (Date)

(Signature of Owner, if different) (Date)