

**PLANNED UNIT DEVELOPMENT
SPECIFIC IMPLEMENTATION PLAN
APPLICATION FORM
Village of New Glarus**

Part A: Contact Information

Tax Parcel Number: _____

1. *Property 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?)

Date: _____
Property Owner's Signature (needed from all property owners within the boundaries of the proposed specific implementation plan)

Date: _____
Applicant's Signature (if different from Property Owner)

Part B: Submission Requirements

Submittal Due Date: Within 12 months after having been granted an approval of the *General Development Plan and rezoning to a PUD classification*. **[30 days prior to the meeting of the Plan Commission at which action is desired. The Plan Commission meets the 3rd Thursday of each month.]**

Checklist—See attached sheet for all Planned Unit Development submission requirements.

SPECIFIC IMPLEMENTATION PLAN CHECKLIST

NOTE: It is important to read the attached Code in its entirety to meet all requirements.

Specific Implementation Plan Applications Must Include the Following:

- Completed “Specific Implementation Plan” Application Form
- Submit 3 copies of a Specific Implementation Plan to include the following detailed construction and engineering plans, related documents and schedules:
 - An accurate map of the area covered by the plan, including the relationship to the total general development plan.
 - The pattern of public and private roads, driveways, walkways and parking facilities.
 - Detailed lot layout and subdivision plan where required.
 - The arrangement of building groups and their heights and their architectural character, with particular attention to their influence on adjoining parcels of land, including the casting of unbroken shadows.
 - Sanitary sewer and water mains.
 - Grading plan and storm drainage system.
 - The location and treatment of open space areas and recreational or other special amenities.
 - The location and description of any areas to be dedicated to the public.
 - General landscape treatment.
 - Proof of financing capability.
 - Analysis of economic impact upon the community.
 - A development schedule indicating:
 1. The approximate date when construction of the project can be expected to begin.
 2. The stages in which the project will be built and the approximate date when construction of each stage can be expected to begin.
 3. The anticipated rate of development.
 4. The approximate date when the development of each of the stages will be completed.
 5. The area and location of common open space that will be provided at each stage.
 - Agreements, bylaws, provisions or covenants which govern the organizational structure, use, maintenance and continued protection of the PUD and any of its common services, common open areas or other facilities.
 - Any other plans, documents or schedules required by the Plan Commission.
 - If the specific implementation plan is to be executed in phases, each phase shall be submitted in accordance with this section.
 - An ownership statement shall be a part of the specific implementation plan and also shall be affixed and noted on the deed.
- This Checklist (or a copy of this check-list)
- 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 plans [§ 305-24(J)(1)].

For Village Staff Only:

Plan Commission

Application Received: _____

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

Forward Specific Implementation Plan to Plan Commission: _____

Plan Commission must complete review by (within 45 days of the date of filing):

Due Date: _____

Date Completed: _____

Forward copy of General Development Plan to the following agencies on: _____

- New Glarus Fire Department Written review received: _____
- New Glarus Police Department Written review received: _____
- New Glarus EMS Written review received: _____
- Village Engineer Written review received: _____
- Utility Office Written review received: _____
- Zoning Administrator Written review received: _____

Plan Commission Recommendation: (Date _____): APPROVE DENY

Conditions of Approval: _____

If denied, reason: _____

Plan Commission forwards written report to Village Board of recommendation: _____

Village Board

Village Board must complete review by (within 30 days after the receipt of Plan Commission report): _____

Village Board Determination: (Date _____): APPROVE DENY

Conditions of Approval: _____

If denied, reason: _____

Approval of Plan. Upon approval of the Specific Implementation Plan the following shall be recorded by the landowner within 60 days of approval: **Due Date:** _____

Building must begin by: _____

- The building, site and operational plans for the development as approved.
- All other commitments and contractual agreements with the Village offered and required with regard to project value, character and other factors pertinent to an assurance that the proposed development will be carried out basically as presented in the specific implementation plan. This shall be accomplished prior to the issuance of any building permit.