

# **Town of Beaver Dam**

## **Land Use Dept.**

W8540 County Road W

Beaver Dam, WI

920-887-0791

## **Preliminary Plat Application**

The Preliminary Plat approval process is required prior to the construction of any new subdivision or addition to an existing subdivision. All developers must follow the guidelines described in Section 54-82, Section 54-83 and Section 54-111 of the Town of Beaver Dam Subdivision Ordinance. The Plan Commission follows the rules of due process and may impose limitations or conditions on the types and size of subdivisions to ensure that public interests and neighboring properties are protected.

The process for a Preliminary Plat approval is as follows:

1. Complete the attached application form and submit \$500.00 plus \$25.00/lot fee
2. Provide (12) copies of the Preliminary Plat
3. Appear at a public hearing before the town Plan Commission

After a completed application has been received by the town Land Use Administrator, a notice will be published in the Daily Citizen Newspaper describing your project and listing the location and time of the required public hearing. All neighbors located within 300 feet of your property boundaries will be notified of your request.

At the public hearing, you or your agent must appear in person. You may be asked to come forward to provide information and questions regarding the Preliminary Plat request. If you or your agent do appear at the hearing, your request will be denied and the application fee forfeited. The public hearing is also the time when concerned citizens have the opportunity to ask questions and to state their position for granting or denying the Preliminary Plat.

Please complete and return this form to the Town of Beaver Dam Land Use Administrator, along with a check to the Town of Beaver Dam to cover the appropriate fees. The form can be mailed or returned-in-person to the town hall located at W8540 County Road W, Beaver Dam, Wisconsin.

If you have any questions, please contact the Land Use Dept. at 920-887-0791 x15.

**Town of Beaver Dam  
Plan Commission**

**Preliminary Plat Application**

Parcel Identification Number (PIN) \_\_\_\_\_

Applicant (Agent) \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_

Property Owner (If different from applicant) \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_

Site Address \_\_\_\_\_

Current Zoning \_\_\_\_\_

Present Use of Property \_\_\_\_\_

Proposed Use of Property \_\_\_\_\_

**Attach list of names and addresses of all property owners within 300 feet of any point of the property.**

**Certificate**

I hereby certify that I am the owner and/or authorized agent of the property and that all of the above statements and attachments are true and correct to the best of my knowledge and belief. I hereby authorize members of the Town of Beaver Dam Plan Commission to enter the above described property for purposes of obtaining information pertinent to this Preliminary Plat Application.

\_\_\_\_\_  
(Signature of Owner or Authorized Agent)

\_\_\_\_\_  
(Date)

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**Disposition (For Town use only)**

Plan Commission Meeting Date \_\_\_\_\_

**The Preliminary Plat is (approved) (approved conditionally) (rejected) subject to the following:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_