



**Building, Safety
and Zoning Department**

**PLAN COMMISSION &
SITE PLAN REVIEW
APPLICATION**

The following information must be submitted two weeks prior to any meeting for staff review and agenda placement. Meetings are every second & fourth Monday in the Council Chambers on the second floor of the Municipal Building, 106 Jones Street, Watertown, WI 53094.

OFFICE USE ONLY

Date Submitted: _____

Total Fees: \$_____

Cash/Check/CC#: _____

Checks made payable to "City of Watertown".

Accepted by: _____

APPLICANT INFORMATION

Name			
Address		City, State, Zip:	
Phone		Email:	

PROPERTY OWNER INFORMATION

Name			
Address			
Phone		Email:	

SUBJECT PROPERTY INFORMATION

Property Address:	Property PIN:
Proposed Project:	

APPLICATION TYPE (Select all that apply)

<u>Item</u>	<u>Fees</u>	<u>Item</u>	<u>Fees</u>
Annexation	\$500	Street Vacation	\$300
Certified Survey Map (CSM) - City	\$300 + Park Ded. Fees	Subdivision – Preliminary Plat – City	\$100 + \$50/acre
Certified Survey Map (CSM) - Extraterritorial	\$50	Subdivision – Final Plat – City	\$100 + \$50/lot + Park Ded. Fees
Comp. Plan Amendment	\$500	Subdivision Plat - Township	\$100 + \$50/lot
Conditional Use Permit (CUP)	\$500	Temporary Use	\$200
Condominium	\$300	Zoning Map Change (Rezoning)	\$500
Group Development	\$500	Zoning Ord. Change (Text Amendment)	\$200
Planned Unit Development (PUD)	\$1,000	Other: _____ Fee: \$_____	
Site/Building Plan Review	\$300		

This application, as completed, is true and correct.

SIGNATURE _____ **Date** _____

Please see Chapter 550-145 of the City of Watertown Ordinances for detailed submittals at www.ci.watertown.wi.us or contact the City of Watertown Zoning Administrator at 920-262-4060 to identify items that need to be provided for review. At minimum, the following should be provided:

- 1) One digital plan set shall be submitted to the Building, Safety & Zoning Department.
- 2) A brief description of the proposed project.

All storm water plans will be reviewed with applicable fees charged back to the applicant via City invoice.

Plan Commission Meeting Date _____ Meeting Time: 4:30 p.m.
Site Plan Meeting Date _____ Meeting Time: 1:30 p.m.