

**Pre-Preliminary Plat/  
Conceptual Plat Review  
Application**

Planning and Development  
Village of Weston  
Date: \_\_\_\_\_

Permit No.: \_\_\_\_\_

Payment:  Cash       Check No. \_\_\_\_\_



5500 Schofield Avenue  
Weston, WI 54476  
(715) 359-6114

**Pre-Preliminary Plat/Conceptual Plat Review**

- Village Plat Review **\$100.00 FEE**
- Amended or Revised Plat Review **\$100.00 FEE**

**-- ALL FIELDS MUST BE FILLED OUT TO BE PROCESSED PLEASE PRINT LEGIBLY --**

**Applicant Information:**

Business Name: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Mailing \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

**Owner Information:**

Business Name: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Mailing \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

Applicant is:    Owner       Agent       Other: \_\_\_\_\_

**If applicant is not the owner, a Letter of Authorization from ALL PROPERTY OWNERS must be provided.**

**Subdivision Designer/Technician Information:**

Designer's Name: \_\_\_\_\_  
 Company Name: \_\_\_\_\_  
 Mailing \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

**Surveyor's Information:**

Surveyor's Name: \_\_\_\_\_  
 Company Name: \_\_\_\_\_  
 Mailing \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

**Property Information:**

Property Site \_\_\_\_\_      PIN: \_\_\_\_\_  
 Address: \_\_\_\_\_      Parcel Size: \_\_\_\_\_  
 Acquisition Date: \_\_\_\_\_      Existing Zoning: \_\_\_\_\_

Legal Description of  
 Property: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Future Land Use of Property: \_\_\_\_\_  
 Proposed Zoning Change: \_\_\_\_\_

Surrounding future land use/Zoning Classification/  
 Existing Use:      North: \_\_\_\_\_  
                                  South: \_\_\_\_\_  
                                  East: \_\_\_\_\_  
                                  West: \_\_\_\_\_

When is the property planned to be improved?      Date: \_\_\_\_\_

Citation of legal right-of-ways/easements:  Yes  No  
If yes, provide all relevant recorded documentation with this application.

Existing Covenants:  Yes  No  
If yes, provide all relevant documentation with this application.

Name of Subdivision: \_\_\_\_\_  
Number of lots proposed: \_\_\_\_\_  
Number of outlots proposed: \_\_\_\_\_  
Proposed Use of outlots: \_\_\_\_\_  
Maximum lot size: \_\_\_\_\_  
Average lot size: \_\_\_\_\_  
Minimum lot size: \_\_\_\_\_  
Home Owner's Association:  Yes  No      Covenants:  Yes  No

**Proposed Sanitary Facilities:**

Water:  Private Well  Municipal Water  Private Distribution System  
 Other: Please Specify: \_\_\_\_\_

Sewer:  Municipal Sewer  Septic (Conventional)  Mound System  Shallow Mound  
 Holding System  In-ground low pressure system  
 Other: Please Specify: \_\_\_\_\_

Will there be any parcels of land intended to be dedicated, conveyed or reserved for public use?  
 Yes  No      *Please include the above-referenced proposal.*

**All proposed parkland dedication requires separate approvals by Parks and Recreation Committee and the Village Board. In lieu of parkland dedication, per Section 74.123(d) of the Village of Weston Municipal Code, parkland dedication fee apply to all new lots created for residential development. A bill for this fee will be sent to you if your final plat is approved. This fee must be paid in full prior to the Village releasing the signed final plat to you for recording at the Marathon County Register of Deeds.**

Single Family	\$244.00 per lot
Duplex	\$446.00 per lot
Multi-Family	
1 Bedroom	\$138.00 per unit
2 Bedroom	\$204.00 per unit
3 Bedroom	\$244.00 per unit

**Provide the following on separate documentation:**

- One complete set of 11" x 17" plans and one .pdf set of complete plans for staff review**
- Drafts of Home Owner's Association and Covenants documents**
- Citation of all legal right-of-ways and easements**
- Documentation of all existing covenants and easements on the property**
- Proposals for dedicated, conveyed or reserved public land**

**Please note decisions made by the Plan Commission are only recommendations to the Village Board. All preliminary plats are also reviewed by the Village Board.**

I hereby depose and say that all the above statements and all accompanying statements and drawings are correct and true.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_