



PLANNING COMMISSION APPLICATION

104 E. Main St.
 Durand, WI 54736
 Phone: (715) 672-8770
 www.durand-wi.com

Submission of Materials: Required materials shall be submitted to the City Administrator who shall review the submission with city staff. Submissions require Planning Commission review and City Council approval.

Applications: Submit with fee and required materials. **Partial information will delay review.** A Planning Commission meeting will be set after submissions are reviewed by staff.

Fee: \$250 to be included with submitted documents and application.

Meeting Attendance: Attendance at Plan Commission and City Council meetings is strongly advised. Failure to attend can result in the denial or delay of review due to lack of information.

APPLICANT INFORMATION			
Name:		Phone:	Email:
Mailing Address, City, State, Zip:			
Applicant is:	Owner <input type="checkbox"/>	Authorized Representative <input type="checkbox"/>	Other (describe): <input type="checkbox"/>
<i>Owner Information (if different from Applicant):</i>			
Name:		Phone:	Email:
Mailing Address, City, State, Zip:			

SITE INFORMATION	
Address:	
Parcel No:	
Name of Project:	
Current Zoning:	
Current Use:	
Proposed Use:	
Legal Description:	

CERTIFIED SURVEY MAP

All Certified Survey Maps must comply with Wis. Stat. §236.34.

The final CSM shall be recorded with the Pepin County Register of Deeds within 12 months of approval and is the responsibility of the owner/developer.

Reason for CSM:

- Land Division Lot Combination Boundary Adjustment Easement Other

REQUIRED SUBMITTALS (CERTIFIED SURVEY MAP)

- Completed Application Form
- Application Fee: \$250 (per City Fee Schedule)
- Location map showing site in relation to nearby streets
- 6 copies of certified survey map and supplemental documents
- 1 digital copy of map and supplemental documents (PDF) (*emailed to tcarlson@durandwi.gov*)
- Any supporting additional information to explain reasons for certified survey map review

The undersigned certifies that the information in this application is true and correct to the best of the applicant's knowledge and authorizes City Staff, representatives of the City, Plan Commission members, and City Council members to visit and inspect the site location listed on this application.

Applicant Signature: _____ Date: _____