

**CITY OF WAUSAU FORMAL APPLICATION
FOR APPROVAL OF A PRELIMINARY PLAT**

Note: Section 21.12.020 of the *Wausau Municipal Code* requires subdividers to provide the City Engineer with a letter of intent and sketch of the proposed subdivision at least 30 days before a preliminary plat is submitted. Additional information on the letter of intent and sketch plan can be obtained from the City Engineering Department.

Instruction: This application should be completed and returned to the City Engineer with six (6) copies of a preliminary plat (at least one copy should be 11"X17" or smaller). The preliminary plat should be prepared in accordance with the requirements of Chapter 21.24 of the *Wausau Municipal Code*. A copy of Chapter 21.24 is available in the City Engineering Department and on the City's Website at: www.ci.wausau.wi.us (under the sub-heading *Government: Municipal Code*).

SECTION I. Applicant Information

1) Are you the Owner of the subdivision or the Owner's Agent? Owner Agent

2) Your Name: _____

3) Your Mailing Address: _____

4) Your Contact Information: _____

(Phone Number)

(Fax Number)

(E-mail address and/or alternate phone number, if available)

5) If you are the Owner's Agent, who is the Owner?

6) List any OTHER owners of land within the subdivision:

(Name)

(Name)

(Street Address)

(Street Address)

(City, State, Zip Code)

(City, State, Zip Code)

(Telephone Number)

(Telephone Number)

7) Name of Surveyor & Business Name (if different from above):

(Surveyor's Name)

(Surveyor's Business Name)

8) Address of Surveyor:

(Surveyor's Street Address)

(City, State, Zip Code)

9) Surveyor Contact Information:

(Phone Number)

(Fax Number)

(E-mail address and/or alternate phone number, if available)

10) Name of Engineer & Business Firm that will be doing the stormwater management plan and other engineering work (sanitary sewers, water mains, streets, etc.) related to the plat:

_____	_____
(Name)	(Telephone Number)
_____	_____
(Business Name)	(FAX Number)
_____	_____
(Street Address)	(E-mail Address)

(City, State, Zip Code)	

NOTE: Name, Address, and Telephone Number of technician responsible for subdivision design and of the surveyor responsible for surveys should also be shown on the preliminary plat as submitted.

SECTION II. Subdivision Information — Plat and Street Names

11) Proposed Name of Subdivision: _____
(Please call the Marathon County Register of Deeds Office at 715-261-1470 to select a unique plat name.)

12) Street Names: *To ensure proper emergency response, all new street names must follow standard guidelines established by the City of Wausau and Marathon County. Please call the Marathon County Department of Conservation, Planning, and Zoning (at 715-261-6040) to select unique road names. **Attach a written response from that office with a listing of approved street names.***

Proposed Street Names: _____

Check this box if you have no preferred street names and agree to allow the City of Wausau to determine appropriate names.

SECTION III. Subdivision Information — Basic Facts and Proposals

13) Location and Description of Property (government lot, section, township, range and town or city):

14) Size of tract in acres and/or of existing lots, if any, in square feet: _____

15) Existing zoning classification of property: _____

16) Will any rezoning be proposed? If so, please describe: _____

17) Number of lots proposed in subdivision: _____

18) Area of lots proposed: Minimum _____ Average _____ Maximum _____

19) Briefly describe proposed sanitary facilities:

Water: _____

Sewage Disposal: _____

20) How do you propose to handle stormwater runoff from the subdivision in order to comply with Chapter 15.56 of the *Wausau Municipal Code*?

21) Have you contacted the U.S. Army Corps of Engineers and/or Wisconsin Department of Natural Resources about wetland and navigable water issues? Yes No

22) How do you propose to handle parkland dedication/fee requirements? Please describe:

23) List existing covenants on the property, if any: _____

24) List covenants proposed for the property, if any: _____

Completed by: _____ Today's Date: _____
(Your Signature)

NOTE 1: If you wish to submit additional information, attach extra pages to this form.

NOTE 2: Please keep a copy of this application for your records.

NOTE 3: Please inform the City Engineering Department, in writing, of any changes in surveyor, engineering firm, etc. that occur after submittal of this application.

PrelPlatApplication.frm

Form Updated: 12/15/2002
Form Revised: 02/05/2003
10/16/2003
11/12/2003