Town of Herman, Dodge County, Wisconsin

LETTER OF INTENT LAND USE & DEVELOPMENT PERMIT APPLICATION

APPLICANT:	(Last Name)	Mayville, WI 53050	(First Name)		(Telephone #)
certing is to be held	(Street Address)	920-387-9322 25th of the previous mount regularly scheduled meeting	(City/P.O.) (Ste	od seum snoi	(ZIP Code)
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	INTENDED US	B OR DEVELOPMENT OF P	ROPERTY:		TOWN USE ONLY
☐ Farm Dwelling/	'Agricultural Build	(check / all that apply)	ercial/Industrial Use & Buil	ding	CHECK / HERE FOR ALL PERMITS APPROVALS REQUIRED/REQUEST
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					Zoning Permit \$
PLEASE DESCRIBI	E INTENDED US	E OF PROPERTY IN DETAIL	TYPESODE TO TRESE		Rezoning Petition \$
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INSTRUCTIONS

Complete Sections 1 through 6



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and return to:

Diane Beine, Clerk Town of Herman N7240 Ferris Road Mayville, WI 53050 920-387-9322

- Letter of Intent/Applications must be received no later than the 25th of the previous month in which the meeting is to be held 2 in order to be included on the Plan Commission agenda for the regularly scheduled meetings on the 3rd Tuesday of that month. Example: Meetings is the 3rd Tuesday in September, deadline is August 25.
- Please contact the Town Clerk for a Development Permit/Approval Fee Schedule and Flow-Chart for further information about fee 3. amounts and processing procedures for the permit and/or approval required for your particular use or development proposal.

Section



APPLICANT:

Identify the name, mailing address, and telephone number for the person(s) submitting the application. In some instances, the person(s) applying for the permit may not be the current owner(s) of the subject property.

Section



PROPERTY OWNER(S):

Identify the name, mailing address, and telephone number for all current owners of the subject property. If the property owner is also the APPLICANT as listed in Section 1, please mark the box and proceed to Section 3.

Section



AGENT:

Identify the name, mailing address, and telephone number for any agent that has been given the authority to speak and act on behalf of the property owner(s) listed in Section 2. An "agent" may be, but not be limited to, a surveyor, engineer, real estate representative, attorney, family member, or friend. If the agent is also the APPLICANT as listed in Section 1, please mark the 🗹 box and proceed to



PROPERTY DESCRIPTION:

Include a complete legal description of the subject property by completing each item listed, or, attach a plat of survey or certified survey map (CSM) if available (mark the \(\sqrt{2} \) and only fill in for those items not included in the attached legal description document).

Parcel ID Numbers are available from the Town Clerk or Dodge County Survey & Description Department.



INTENDED USE OR DEVELOPMENT OF PROPERTY:

Identify the change in use of the property that is proposed and any buildings or development that is expected to occur, e.g. 2-acre lot-split from existing agricultural land for purposes of sale to a non-family member for use as a non-farm residential dwelling.

Please mark all of the Doxes that apply and describe the intended use and/or development of the property.

Please attach a Sketch or Site Plan showing the following items:

- exterior boundary, dimensions, and area (sqft & acres) of the parcel subject to development and/or land division;
- date, graphic scale (1" = 200' recommended), and north arrow; 2.
- 3. reference to a section corner;
- dimensions and area (sqft & acres) of any proposed lots or parcels; 4.
- location of any lakes, rivers, streams, drainage ditches, woodlots, & rock outcroppings; 5
- areas designated as 100-Year floodplain and/or wetlands and County shoreland areas; 6.
- 7. abutting roads or highways and location of existing and proposed public roads and access driveways;
- 8. existing and proposed buildings, other structures and septic system locations;
- 9 utilities and easements, railroad tracks.

Aerial photos of all property in the Town are available at:

Dodge County Planning & Development Department 127 East Oak Street Juneau, WI 53039-1529 (920) 386-3700

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6 AFFIDAVIT:

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The owner(s) of the subject property MUST read all of the terms listed in Section 6 and, if agreeable to the terms listed, sign and date the Letter of Intent/Application . Please be advised that when submitting a Letter of Intent/Application for a development permit and/or approval in the Town, you agree to: (1) provide honest and accurate information in support of your application; (2) be responsible for any and all processing and review fees and charges incurred by the Town and its' staff; (3) provide all required information in a timely manner before any review by the Plan Commission and Town Board is scheduled; (4) identify and authorize any agents intending to act on your behalf as property owner; and (5) apply for and obtain any and all permits and/or approvals required by other agencies, e.g. Dodge County, DNR, etc., at the same time or prior to submitting a Letter of Intent/Application to the Town.

If you have problems or questions about the Letter of Intent/Application form, please contact the Town Clerk .

Town of Herman, Dodge County, Wisconsin

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