

**Title 5 Chapter 16
Town of Lake Mills Placement of Homes and Structure**

Application:

Structure Placement Review Form

Name of Land Owner(s): _____

Address of Land Owner(s): _____

Home Phone #: _____ **Work Phone #:** _____

Contractor's Name (if known): _____

Address of Contractor: _____

Work Phone #: _____ **Fax #:** _____

Parcel #: _____ **Number of Acres:** _____

Address of Property: _____

- A. Applicant is to provide the clerk with a proposed site plan when applying for the review. This site plan is to be drawn to scale and shall be scalable when given to the clerk. Site plan is to show all setbacks from property lines and any easements. The proposed structure along with any existing structure shall be located. The entire parcel shall be shown on the site plan and any contiguous land under the same ownership shall also be included.
- B. Applicant must appear before the Town Plan Commission for site review. The Plan Commission will review and comment on the proposed site plan. When the Town Plan Commission and the applicant agree on structure placement the Town Plan Commission shall issue a written approval. The applicant may then apply for a building/structure permit, if one is required.
- C. The Structure Site review form, Site Plan, and payment shall all be given to the Town Clerk fifteen (15) days prior to the next Town Plan Commission meeting. Town Plan Commission meetings are held the 1st Tuesday of each month at 8:00 pm, at the town hall, unless you are contacted with a different date. SEE FEE SCHEDULE FOR CURRENT FEE AMOUNT

AS APPLICANT, I understand the above fee and agree to payment of the required fee, I UNDERSTAND THAT I MUST APPEAR BEFORE THE PLAN COMMISSION PRIOR TO APPROVAL OF THIS FORM, and I understand that the Plan Commission and Town Board may enter upon my property to ensure that I comply with the placement of any or all structures being applied for at this time.

Signature: _____ **Date:** _____

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Signature of Plan Commission Chairperson: _____

Date: _____ **Approved:** _____ **Denied:** _____

Any person who violates, disobeys, neglects, omits, or refuses to comply with, or who resists the enforcement of any of the ordinance Title 5 Chapter 16 and structure placement agreement, shall, upon conviction thereof, forfeit not less than \$100.00 nor more than \$500.00 and the cost of prosecution, including reasonable attorney fees, for each offense.