

Comprehensive Plan Amendment Application Town of Eagle (Waukesha County), Wisconsin

Town of Eagle
820 E. Main Street
Eagle, WI 53119

Overview: The Town Board adopted a comprehensive plan consistent with state law. The plan consists of text and a series of maps – all of which can be amended.

General instructions: Complete this application and submit one copy to the Town Clerk or to the Town Planner via email (rleto@waukeshacounty.gov). Alternatively, you can submit your application online at <https://townofeagle.zoninghub.com>. An application fee is also required. An invoice number will be provided to you after the initial intake review to pay the required application fee. A Professional Reimbursement Form is required prior to the application being considered complete.

Before you formally submit your application, you may meet with the Town Planner who can answer any questions you may have. The Town Planner can also review your application before it is formally submitted to determine if it is complete and provides enough information to describe the circumstances related to this application. If you have any questions, do not hesitate to contact the Town Planner at (262) 548-7813 or via email at rleto@waukeshacounty.gov.

1. **Applicant and agent information** Include the names of the agent, if any, that helped prepare this application including the supplemental information. Examples include surveyors, engineers, landscape architects, architects, planners, and attorneys.

	<u>Applicant</u>	<u>Agent</u>
Name	_____	_____
Street address	_____	_____
City, state, zip code	_____	_____
Daytime telephone	_____	_____
Email address	_____	_____

2. **Type of application (select one)**

- Amendment of a regulating map, such as the future land use map (Answer 3)
- Text amendment (e.g., add text to the plan document or revise existing text) (Question 4)
- Text amendment and amendment of a regulating map, such as the future land use map (Answer 3 and 4)

3. **Proposed map amendment.** Describe what map you would like to change and the requested revision. If the request is for a parcel be sure to list that (Address and/or tax key)

4. **Proposed text amendment.** Describe the changes you would like to see made to the text of the plan and the page number where the change would occur, if approved. Attach additional pages as necessary.

5. Attachments List any attachments included with your application.

6. Other information. You may provide any other information you feel is relevant to the review of your application.

7. Applicant certification

- I certify that all of the information in this application, along with any attachments, are true and correct to the best of my knowledge and belief.
- I understand that I may be charged additional fees (above and beyond the initial application fee) consistent with the Town's chargeback policy. The signed chargeback form is attached.
- I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of such written materials or view it online.
- I understand that the Town Planner will review this application to determine if it contains all of the required information. If he or she determines that the application is incomplete, it will not be scheduled for review until it is deemed to be complete.

Applicant Signature(s):

Date:
