



VILLAGE OF HARTLAND
PETITION FOR:

[ ] NEW PLANNED UNIT DEVELOPMENT OVERLAY PETITION
(REQUIRES 2 PLAN COMMISSION MEETINGS AND MAY INCLUDE UP TO 3 VILLAGE BOARD MEETINGS. DURING ONE OF THE VILLAGE BOARD MEETINGS A PUBLIC HEARING SHALL BE HELD)

OR

[ ] AMENDMENT TO EXISTING PLANNED UNIT DEVELOPMENT
(REQUIRES 2 PLAN COMMISSION MEETINGS AND MAY INCLUDE UP TO 3 VILLAGE BOARD MEETINGS. DURING ONE OF THE VILLAGE BOARD MEETINGS A PUBLIC HEARING SHALL BE HELD)

FEE: \$150.00 + \$1,000 Professional Fee Deposit

Table with 2 columns: Date, Fee Paid, Date Filed, Receipt No.

- 1. Name: Address of Owner/Agent: Phone Number of Owner/Agent: FAX No. E-mail
2. Give complete legal description of property to be considered.
3. State present use of property and intended use.

Signature of Petitioner
Address
Phone



**NOTE:**

- a. Upon receipt of the petition for a PUD Overlay or PUD Amendment, the Plan Commission shall consider the request after the second meeting and make a recommendation to the Village Board. If the Village Board, upon reviewing the Plan Commission's recommendation, determines the request to have merit, it may order publication for a public hearing. After the public hearing held by the Village Board, it will take any action deemed necessary.
- b. Petition, Approval of Location and Plan of Operation may be made to the Village Plan Commission by filing such petition with the Village Clerk, accompanied by an operation description and a site plan showing the property boundaries, proposed and existing structures, a sketch of the building exterior and floor plan, and indicating uses on abutting property within 25 feet. Plans for landscaping and indication of parking facilities should be attached. Be as detailed as possible in order to fully inform the Plan Commission of your exact purpose and intention.
- c. Include a Plat Map in triplicate, drawn to a scale of not less than 100 ft. to the inch, showing the land in question, its location, the length and direction of each boundary thereof, the location of existing buildings and uses of same on such lands. Also, show the proposed building and the plat plans and indicate setbacks and offsets from the lot line. Parking area should also be shown.
- d. Ask for a copy of the Village Ordinance relating to zoning changes or Planned Unit Development districts (PUD), as required.
- e. Include fee payable to **The Village of Hartland**  
  
**\$150 for PUD Petition + \$1,000 PROFESSIONAL FEE DEPOSIT**
- f. Mail or deliver request, in triplicate, to:

**Village of Hartland  
Village Clerk  
210 Cottonwood Avenue  
Hartland, WI 53029**