



Village Hall, 567-2757
 Fax, 567-4115
 Highway Dept., 567-2422
 Police Dept., 567-1134
 Building Inspector, 490-4141

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

Date Filed: _____

\$200.00 Application Fee Paid _____

Site Development Plan Application Packet

Based on Chapter 111, Article X of the Village of Summit Code

Please read and complete this application carefully. All applications must be signed and dated.

1. APPLICANT OR AGENT

2. PROPERTY OWNER

Phone # () _____

Phone # () _____

e-mail _____

e-mail _____

3. Property or Site Address

4. Tax Key Number: SUMT _____

5. Identify the type of use immediately adjacent to this property.

North	South
East	West

SIGNATURES

NOTE: ALL APPLICATIONS MUST BE SIGNED BY THE PROPERTY OWNER

 Applicant date

 Property Owner date



PROFESSIONAL SERVICES REIMBURSEMENT NOTICE

Please read *and sign* the following Notice:

Pursuant to Chapter 14-19 of the Village of Summit Code, the Summit Village Board has determined that whenever the services of the Village Planner, Village Engineer, Village Attorney, or any other Village professional staff results in a charge to the Village for that professional’s time and services, and such service is not a service supplied to the Village as a whole, the Village Clerk shall charge the fees incurred by the Village to the property owner incurring those fees (without regard to the outcome of the request). Also, pursuant to the same Chapter 14-19, certain other fees, costs, and charges are the responsibility of the property owner even if the request is not approved.

I/we, the undersigned, have been advised that, pursuant to the Village of Summit, if the Village Planner, Village Engineer, Village Attorney or any other Village professional provides services to the Village because of my/our activities, whether at my/our request or at the request of the Village, I/we shall be responsible for the fees incurred by the Village (even if my/our request is not approved). In addition, I/we have been advised that pursuant to the Village of Summit, certain other fees, costs, and charges are my/our responsibility, even if my/our request is not approved.

The undersigned will receive the first billing once charges are incurred and monthly thereafter so the undersigned remains up to date regarding any current charges.

PLEASE PRINT LEGIBLY

Information for the Owner and/or Party responsible for the Invoices:

_____ Name

_____ Phone Number

_____ Mailing Address

_____ e-mail address

Information for the Property that is the subject of the Request:

_____ Owner’s Name

_____ Property Address

Tax Key Number of the Property that is the subject of the Request: SUMT _____

Signature of the Property Owner(s) and/or Applicant(s) and Current Date:

_____ Applicant

_____ Date

_____ Owner

_____ Date

04/2018

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Village Official that accepted the form: _____ Date _____