

**Village of Summit**  
**Shoreland Zoning Division**  
**2911 N Dousman Road Oconomowoc WI 53066 262 567 2757**

**APPLICATION FOR A MINOR GRADING ZONING PERMIT**

For Office use only: Fee paid (See Fee Schedule) \_\_\_\_\_ Receipt No. \_\_\_\_\_ Checked by \_\_\_\_\_  
LCD request sent \_\_\_\_\_ Application No. \_\_\_\_\_ Zoning Permit No. \_\_\_\_\_  
File \_\_\_\_\_ Owner \_\_\_\_\_ Agent \_\_\_\_\_  
Zoning Code \_\_\_\_\_ Shoreland and Floodland Protection Ordinance \_\_\_\_\_  
Require a variance from the Village of Summit Zoning Code \_\_\_\_\_  
Tax Key No. \_\_\_\_\_ Zoning District \_\_\_\_\_  
Owner \_\_\_\_\_ Agent (if different) \_\_\_\_\_  
Address \_\_\_\_\_ Address \_\_\_\_\_  
\_\_\_\_\_  
Daytime Phone No. (\_\_\_\_) \_\_\_\_\_ Daytime Phone No. (\_\_\_\_) \_\_\_\_\_  
Address of Premises (if different) \_\_\_\_\_  
Legal Description \_\_\_\_\_  
\_\_\_\_\_

Existing use of the property (residential, agricultural, commercial, industrial, none) \_\_\_\_\_

**PROPOSED LAND DISTURBANCE PROJECT:**

Describe in detail the proposed work to be completed and the intended use \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. How many cubic yards of material will be added and/or removed? \_\_\_\_\_
2. What is the total amount of area in square feet to be disturbed by the project? \_\_\_\_\_
3. What will be the slope ratio created with the addition of fill or the removal of fill? \_\_\_\_\_
4. Will the existing drainage be affected/changed? Yes No If yes, the submittal of a detailed drainage plan is required.

**FILL PLACEMENT:**

1. What type of fill will be used? \_\_\_\_\_
2. What is the average depth of fill to be placed over the subject area? \_\_\_\_\_
3. How many cubic yards of topsoil will be used? \_\_\_\_\_

**FILL REMOVAL/EXCAVATION:**

1. Where, specifically, either on site or off site, will the material be removed to? \_\_\_\_\_
2. Will there be (temporary) stockpiling of material? Yes No If yes, where will it be stockpiled, and what type of erosion control method(s) will be utilized? \_\_\_\_\_
3. Will the topsoil be kept separate from the parent material? Yes No  
If yes, where will it be stockpiled? \_\_\_\_\_
4. How will the grading project be stabilized during construction? \_\_\_\_\_

The following information must be submitted with this application:

1. Three copies of an accurate site plan, drawn to scale (survey preferred) showing the lot dimensions, the location of all buildings on the lot in relation to the property boundaries, and the location of any conservancy, wetland, floodplain, and/or primary environmental corridor areas on the property.
2. A grading plan showing detailed cross sections of the existing and proposed grade slopes, and how the project relates to adjoining properties.
3. An erosion control plan detailing the installation of erosion control methods.
4. A timetable for completing the entire project.
5. A vegetation plan including types of vegetation used in the restoration, seeding mixtures, and a timetable for vegetation cover.

An incomplete application form, or missing information will cause a delay in the issuance of the permit, and the application may be returned for additional information. Construction must start within six months and be completed within 18 months of the permit date of issue, unless modified herein.

The undersigned states that the foregoing information is true and accurate to the best of his or her knowledge. It is hereby agreed that for and in consideration of the issuance of a zoning permit that the foregoing work will be carried out as defined in this application; all applicable ordinances or codes of the state, county, and village will be complied with in carrying out the proposed work stated on the application; and work will not commence before a building permit has been obtained from the village building inspector, if applicable. If any changes or deviations are made from the original application, a new permit is required. Failure to comply with the permit as issued will result in the revocation of the permit or other penalties.

Signature of the Owner \_\_\_\_\_ Date \_\_\_\_\_

Signature of the Agent \_\_\_\_\_ Date \_\_\_\_\_

Signature of the Building Inspector \_\_\_\_\_ Date \_\_\_\_\_

Application (approved)(denied) by Zoning Administrator \_\_\_\_\_ Date \_\_\_\_\_

Conditions for approval or reasons for denial: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_