



FOR ENGINEERING OFFICE USE ONLY	
Review No.:	_____
Date Received:	_____
Fee Paid:	_____ Ck. # _____

ENGINEERING DEPARTMENT
APPLICATION FOR APPROVAL OF PUBLIC IMPROVEMENT PLANS

PROPERTY OWNER *(Please Type or Print)*

Name of individual person		
Business Name (if applicable)		
Address		
City	State	Zip Code
Telephone(s)		
Mobil No.		
E-Mail		

OWNER'S AGENT *(If applicable) (Please Type or Print)*

Name of individual person		
Business Name (if applicable)		
Address		
City	State	Zip Code
Telephone(s)		
Mobil No.		
E-Mail		

APPROVAL TYPE:

<input type="checkbox"/> Water Main or appurtenances	<input type="checkbox"/> Pavement Structure/Roadway
<input type="checkbox"/> Sanitary Sewer or appurtenances	<input type="checkbox"/> Curb & Gutter
<input type="checkbox"/> Storm Sewer or appurtenances	<input type="checkbox"/> Sidewalk
<input type="checkbox"/> Other: _____	

PROJECT INFORMATION:

Development Name: _____

Location: _____

Tax Key: _____

INCLUDED WITH APPLICATION:

- Application Fee
- Five (5) Construction Plan Sets (24"x36" size), including a Utility System Plan & Landscaping Plan
- Two (2) copies of Sanitary Sewer & Water Design Data (DNR Sewer and Water Extension Permit Forms)
- One (1) copy of all design data developed for the project
- One (1) electronic (PDF) copy of construction plans & all design data

AGREEMENTS

The Property Owner and/or the Property Owner's Agent, hereafter referred to as the applicant, agree as follows:

1. All construction and development will be carried out pursuant to the approved plans and the Standard Specifications for Public Works Construction in the City of West Bend, latest edition, and conditions of other approving agencies.
2. The applicant shall be responsible for maintaining all public improvements specified in these plans until they are accepted by the City of West Bend.
3. The applicant shall pay an application fee of \$100.00 at the time plans are submitted for initial review.
4. The applicant shall pay a plan review charge equal to the actual costs to the City to review the plan, minus the \$100 application fee, at the time the plans are approved or denied. The applicant shall pay the actual cost of review for subsequently modified plans.
5. Approval of these plans does not relieve the owner/developer of any obligation to obtain state and

federal permits such as a Wisconsin Pollutant Discharge Elimination System (WPDES) permit, a Sanitary Sewer Extension permit, or a Water Extension permit from the Wisconsin Department of Natural Resources.

6. No work shall begin on the construction of sanitary sewer and water main until a set of plans bearing the stamp of the State of Wisconsin approving agencies is received in this office or a letter sent to the City Engineer by the Registered Professional Engineer whose stamp appears on the plans stating that the plans submitted to the DNR for approval are identical to the plans which were reviewed by the City Engineer and no modifications were made prior to submissions to the DNR.
7. A preconstruction meeting shall be held in the office of the City Engineer prior to the start of construction.
8. No water or waste water shall be transmitted to or from existing utilities via these improvements until the improvements are accepted by the City of West Bend. A plug shall be installed and remain in the discharge pipe of the receiving sanitary manhole to prevent transmission into the existing system. The plug shall be removed immediately after the sanitary sewer has been accepted by the City of West Bend.
9. Approval of these plans does not relieve the engineer or the developer of responsibility or liability for errors and omissions connected therewith. Review and acceptance by City staff does not constitute certification that all applicable Engineering and code requirements have been fully complied with and the submitter and developer remain solely responsible for such compliance.

SIGNATURES

Signature of OWNER (Required)

Signature of AGENT

Printed name of OWNER (Required)

Printed Name of AGENT

Date

Date

PUBLIC IMPROVEMENT PLAN APPROVAL

(For City Use Only)

Approval of Public Improvement Plans is hereby granted under the following special conditions:

- Calculations, plan sheets, and other documents listed below form a part of this permit:

Document Name

Date(s) Document Received

<i>Document Name</i>	<i>Date(s) Document Received</i>
_____	_____
_____	_____
_____	_____
_____	_____

- If installation of these improvements has not commenced within four (4) years of the date of this approval, it shall be null and void.
- See attached special conditions.

Signature of City Engineer

Date