

PLANNING COMMISSION AGENDA REQUEST FORM

Name of Person Making Request: _____

Property Owner: _____

Address: _____

Daytime Phone Number: _____

Date of Requested Meeting: _____

Agenda Item Requested: _____

Describe purpose and action requested: _____

Name of person(s) to attend the meeting: _____

I, the undersigned, have been advised that pursuant to the Village of North Prairie Code of Ordinance to utilize Section 66.60 (16), Wisconsin Statutes, if the Village Attorney, Village Engineer or any other Village professional provides services to the Village as a result of my activities, whether at my request or the request of the Village, I shall be responsible for the fees incurred by the Village. Also, I have been advised that pursuant to the Village of North Prairie Code of Ordinances, certain other fees, costs, and charges are my responsibility.

Signature of Property Owner

Signature of Responsible Party

Address of Property Owner

Address of Responsible Party

Received By

Date of Request

_____ **Village President approves this request on agenda.**

Agenda requests must be submitted at least fifteen (15) working days prior to the scheduled meeting date. It will be the applicant's responsibility to complete and submit all forms and applications (where applicable) and submitted as stated above. Any forms not completed fully shall be returned to the applicant delaying any action by the Village Planning Commission.