



POND PERMIT APPLICATION

\$100 Application Fee Paid: ____
Staff Initials: ____
Receipt Number: ____
Date Received: ____

NAME: _____

MAILING ADDRESS: _____

POND ADDRESS (if different): _____

PHONE: (_____) _____ EMAIL: _____

ABBREVIATED LEGAL: _____ 1/4 OF SEC. _____

Total Lot Area: _____

Total Pond Area: _____ **(Pond(s) shall not occupy more than 15% of total lot area;
nor more than 5 acres in total size per individual pond)**

Please state request and describe any special circumstances: _____

REQUIRED MATERIALS: 2 paper copies and one electronic copy submitted to Town Clerk.

_____ Application form and fee.

_____ Completed Reimbursement Agreement.

_____ Site Plan: Plans for the proposed pond shall be submitted with the application for a pond permit to assist the Town Board and Plan Commission in their determinations. The plans shall consist, as a minimum, of a plan view and a typical cross section of the proposed pond. Any new pond or enlargement of any pond resulting in a total pond size of 1 acre or greater shall require plans prepared by a State of Wisconsin licensed civil engineer. The plans shall address seepage, liners, landscaping, subsidence, embankment strength, surface water drainage in the pool area, erosion control and be certified by the engineer. The plan view shall include the configuration of the pond with dimensions and maximum depth areas, distances to property lines, drainage easements, structures, outlet structures, septic systems, spoil locations, proposed overflow spillway, proposed landscaping and any other information that may help the Town Board and the Plan Commission evaluate the pond. The typical cross section shall identify the bank and bottom slopes, maximum depth, outlet and/or overflow structures with elevations and normal water level elevation. A description of the soil type(s) and hydraulic conditions at the site shall be provided to determine the feasibility of a pond.

_____ Construction and maintenance. Location, construction and maintenance of the pond shall be in accordance with the Town permit and regulations and shall also meet state and county rules and regulations. An as-built survey must be provided to the Town upon completion of construction for the Town Engineer or Director of Public Works to verify construction compliance with the approved plans.

Applicant Signature: _____ Date: _____

Owner Signature (if different) _____ Date: _____

Note: refer to the Town Zoning Code for full language regarding pond permits.



**REIMBURSEMENT NOTICE &
PROFESSIONAL SERVICES REIMBURSEMENT AGREEMENT**

Pursuant to section 21-16 of the Town Code, the undersigned acknowledges receipt of this Notice and agrees to reimburse the Town of Cedarburg for costs, expenses and fees charged the Town of Cedarburg for legal, engineering, planning, and other required professional consultants as well as Town staff, and which services relate to the following project or matter (regardless of outcome):

PROJECT NAME: _____

PROJECT ADDRESS: _____

SEND ALL INVOICES TO: _____
(NAME & ADDRESS)

TAX KEY #(s): _____

I represent and warrant to the Town of Cedarburg that I am authorized to execute this Agreement on behalf of the Applicant and/or Property Owner, and in those cases where the Applicant and/or Property Owner is a corporation, limited liability company, partnership or other business entity (herein collectively "Business Entity"), I represent and warrant that the Business Entity is authorized to do business in the State of Wisconsin, is a Business Entity in good standing, and that I have been authorized to execute and bind the Business Entity to the terms and conditions of this Agreement.

RESPONSIBLE PARTIES OR PARTY NAME, MAILING ADDRESS, SIGNATURE & DATE:

Printed Name	Signature <i>(Required)</i>	Date
Mailing Address	City	State & Zip
Phone/Fax	E-mail	

PROPERTY OWNER NAME, MAILING ADDRESS, SIGNATURE & DATE (If different than that of the Applicant):

Printed Name	Signature <i>(Required)</i>	Date
Mailing Address	City	State & Zip
Phone	Fax	E-mail