



Village Hall, 567-2757
 Fax, 567-4115
 Highway Dept., 567-2422
 Police Dept., 567-1134
 Building Inspector, 646-2577

Summit Village Hall • 2911 N. Dousman Road • Oconomowoc, WI 53066

Date Filed: _____

\$50.00 Application Fee Paid _____

Plan of Operations Review Application Packet

Based on Chapter 235-56 of the Code of the Village of Summit

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

1. APPLICANT OR AGENT

2. PROPERTY OWNER

Phone # () _____

Phone # () _____

FAX # () _____

FAX # () _____

3. Expanded Business Operations _____

New Business Operation _____

Business Name	
Business Owner	
Business Address	

4. Legal Description of Property (may appear on Tax Bill): _____

5. Tax Key Number: SUMT _____

6. Identify the type of use immediately adjacent to this property boundary

North	South
East	West

7. What is the Property Zoning Classification? _____

8. List Dimensions and Level of ALL Buildings (coordinate with site plan information)

Outside Dimensions

Number of Floors (levels)

Building "A": _____

Building "B": _____

Building "C": _____

Total Floor Area is _____ square feet.

9. Identify the Proposed Use of EACH Building and remaining outdoor area.

Building "A": _____

Building "B": _____

Building "C": _____

Outdoor Uses: _____

10. How many employees will be working in this operation? _____

11. What hours of the day will the business operate? _____

12. What days of the week will the business operate? _____

13. Locate each sign on the site plan and submit the drawings, which include area of each sign, colors, number of faces and overall height (if free-standing).

Number of Free-standing or Pole-mounted signs: _____

Number of Wall-mounted signs: _____

14. Please locate all proposed parking on the site plan.

Number of Parking Spaces on property? _____

Will the parking lot be paved? Yes _____ No _____

If not currently paved, when will the paving be completed? _____

15. Will there be any unusual odors, smoke or noise generated by the proposed use which do not exist on the site at the present time? Yes _____ No _____ If yes, please describe below.
