

PLEASE READ CAREFULLY

CITY OF NEW BERLIN
PLANNED UNIT DEVELOPMENT REQUIREMENTS
As provided in Section 17.20 of the New Berlin Municipal Code
(Application Handout)

Planned Unit Development application fees (non-refundable):

Residential: \$800 plus \$10/acre + \$15/unit

Industrial/Commercial: \$800 + \$10/acre + \$15/1,000 sq. ft.

Please make check payable to the City of New Berlin

Public Hearing Required: \$170 (300 ft. notice) \$320 (1,000 ft. notice)

GENERAL INFORMATION

Planned Unit Development use of land or structures or both, must be authorized by the Common Council pursuant to the procedure provided in Section 17.20 (2) of the New Berlin Municipal Code.

Planned Unit Development requests must have the following information or cannot be accepted:

1. The Planning Application form must be completed.
2. Site Plans (four copies required, one colored)
 - a. Full-color site plan on an 8-1/2" x 11" sheet
3. Floor Plans (four copies required)
 - b. Full-color building elevation plan to scale on 8-1/2" x 11" sheet.
4. Elevation Plans (four copies required, one colored). See the general handout for details.
5. Grading/Landscape/Screening Plans (four copies required).
6. Utility System Plans (four copies required).
7. Plat requirements as per 18.22 of the Municipal Code.
8. If the application is a corporation, partnership, joint venture, or other application, see Section 17.1103(4)(c)4 for additional requirements.
9. Legal Description.
10. Verified Financial Statement indicating the financial condition of the person, firm or corporation filing such P.U.D. 18.22(4)(g).
11. Impact Statement including: surface water, traffic, environmental, conflict of uses, etc.

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PROCEDURE

1. The Planning Staff reviews the application for completeness and previews the plans.
2. The City Clerk processes the application and fee. The item is placed on a Planning Commission Agenda.
3. The Planning Commission conducts an investigation and public hearing.
4. The Commission forwards a recommendation to the Common Council within thirty days of the hearing.
5. The Common Council considers the Planning Commission's recommendation, and then acts to approve, modify and approve, or disapprove the proposal.
6. Conditional Use Approval requires three consecutive readings before final adoption by the Common Council.