



Village of Menomonee Falls
W156 N8480 Pilgrim Road
Menomonee Falls, WI 53051-3140
Telephone: (262) 532-4200

APPLICATION FOR GREEN INFRASTRUCTURE PERMIT

1. Parcel Description

Project Name: _____

Address: _____

Lot: _____ Block: _____ CSM: _____ Location: _____

Estimated area to be disturbed (SQFT) _____

Total area of impervious surface:	<u>Existing</u>	<u>Proposed</u>
(Paved surfaces, roofs, gravel, parking etc...)	_____	_____

2. Contact Information

Applicant: _____ Phone #: _____

Address: _____ Fax #: _____

_____ Cell #: _____

Representative: _____ Phone #: _____

Address: _____ Fax #: _____

_____ Cell #: _____

Applicant: The person or entity holding fee title to the property or their representative. The applicant shall sign the initial permit application form in accordance with the items 1 – 5 listed below, after which the applicant may provide written authorization for others to serve as the applicant's representative: **1)** In the case of a corporation, by a principal executive officer of at least the level of vice-president or by the officer's authorized representative having overall responsibility for the operation of the site for which a permit is sought; **2)** In the case of a limited liability company, by a member or manager; **3)** In the case of a partnership, by the general partner; **4)** In the case of a sole proprietorship, by the proprietor, or; **5)** For a unit of government, by a principal executive officer, ranking elected official or other duly authorized representative.

Representative: The primary contact for the preparation of the Green Infrastructure plan. All plan review comments will be addressed to this Contact. This person must oversee and verify construction of all Green Infrastructure.

3. Application Requirements

The application to the Village of Menomonee Falls Engineering Department for a Green Infrastructure Permit must include submission of the following:

- ☐ Completed and Signed Green Infrastructure Permit Application
- ☐ Green Infrastructure Plan - Green Infrastructure plans shall include sufficient information to allow the Village and MMSD to independently evaluate compliance with section 13.302(3)(c) of the MMSD Chapter 13 Rules & Regulations
- ☐ Future Operation, Maintenance, and Inspection Schedule and Practices

Project Documentation:

(Check boxes below indicating that you have provided the following minimum information)

- ☐ A description of the project and the dimensions of the new impervious surface.
- ☐ A description of the proposed green infrastructure and its dimensions.
- ☐ One or more drawings showing the new impervious surface and the green infrastructure.
- ☐ Calculations showing the detention volume needed and the retention volume provided by the proposed green infrastructure.
- ☐ A maintenance Plan.

4. Application Submission, Review, and Approval Procedures

1. **Application Submittal:** The application to the Village of Menomonee Falls Engineering Department for a Green Infrastructure Permit must be submitted prior to or concurrently with any land use permit application. Submission of an application should be made to the Village of Menomonee Falls, Engineering Department, W156 N8480 Pilgrim Road, Menomonee Falls, WI 53051. For more information and copies of the Village of Menomonee Falls Stormwater Ordinance visit the village website at www.menomonee-falls.org or contact the Engineering Department at (262) 532-4400.
 2. **Review:** If the application is found to be complete, the Village of Menomonee Falls Engineering Department will submit the application and supporting documents to the MMSD for review and approval. A site green infrastructure plan is approved if the MMSD has not taken any of the following actions within 10 MMSD work days after receiving the plan: provided notice of disapproval, requested additional information or provided notice of a need for additional time to review the plan. The maximum additional time for review shall be 20 MMSD work days. The site green infrastructure plan is approved if the MMSD has not disapproved the plan within 20 MMSD work days after either the date when complete additional information is received or the date of a notice of a need for additional time for review.
 3. **Final Action:** The Village of Menomonee Falls Engineering Department's final action will be to issue the permit and record against the subject property. It will also be sent to the applicant and the appropriate Village Department(s) and Board(s).
-

5. Certification

I hereby certify that the information contained herein including all attachments is true, accurate and complete to the best of my knowledge. I acknowledge that the Village of Menomonee Falls and its authorized agent(s) will be rendering decisions on storm water management permit applications for the project within the Village of Menomonee Falls jurisdiction. I grant the Village of Menomonee Falls and their agent(s) permission to enter the property to review this application and make inspections during and after construction.

Engineer's Signature _____

Date _____

Print Name: _____

Applicant's Signature _____

Date _____

Print Name: _____

-----FOR OFFICE USE ONLY -----
-

Date Received: _____ Fee: NA

Plan Title: _____

Reviewed by: _____

Date: _____

File #: _____