

Town of Yorkville Concept Plan

(Note: The Concept Plan process must be completed prior to land division. Once that is done, a Preliminary Plat may be submitted.)

Concept Plan
Flow Chart
Start Here

Applicant submits Application by completing Checklist #1 and submitting required materials (Note: Racine County requires pre submittal conference on Planned Unit Developments).*

Has the Applicant completed the Pre-Development Agreement and paid the \$3,000 fee?

Cannot proceed with the Concept Plan Review at this time.
Inform Applicant that the Pre-Development Agreement must be completed before action will be taken on the Concept Plan.

Town Engineer reviews Checklist #1 and looks over submittal within 30 days. Is it complete? Yes No

Applicant provides complete Application.

Town Engineer notifies Subdivider.

Clerk stamps Application and Checklist #1 "Received". (Clock starts)

Clerk shall place the submittal on the Plan Commission agenda of the next regularly scheduled meeting within 30 days of the date the submittal is determined complete.

Town Engineer and any other municipal officers may schedule a site visit prior to the Plan Commission meeting.

Town Engineer provides written report to Subdivider and Plan Commission including requested additions, changes, or corrections to Concept Plan.

Town may request staff from county and state agencies to review the submittal.

Subdivider shall mail Notice of Plan Commission meeting to all adjacent (bordering, including across a road or highway) landowners at least 7 days in advance to allow for public input and provide copies of the mailings and return receipts to the clerk prior to the Plan Commission meeting.

Plan Commission meets to review and discuss Concept Plan and hear public input. Plan Commission requests adjustments, if necessary, based upon the town engineer's report, consideration of the natural features of the site, the town's land use plan, available neighborhood plans, available or anticipated infrastructure, and the density of the surrounding areas.

Applicant may now submit Preliminary Plat.

*If the Subdivider is seeking zoning changes, Subdivider must apply to Racine County at this time so County and Town procedures can run concurrently.