DEVELOPMENT FLOWCHART FOR THE CITY OF WHITEWATER

Meet with Economic Development to discuss concept for development

Locate Land within the city that fits zoning for project needs

Developer already has purchased land in the City and is ready to build.

If buying City owned property put in an offer to purchase with agent. Make sure zoning of property allows for project. Submit Concept Plans and/or final site plans to **Plan Commission**

Fills out application for Plan Review (this is also used for Concept Plans) and/or Conditional Use Permits depending on use and the zoning district

Applications and all documentation and payment have to be in 4 weeks prior to the Next **Plan Commission** Meeting

Planner Reviews all documentation and provides a recommendation to the **Plan Commission**

If applying for TIF (Submit Concept Plan/or Final Site Plans to Plan Commission)

1. Applicant has initial meeting with City Staff
2. Applicant submits complete Project Proposal to City Staff and Pro Forma to Third-Party Consultant
3. Staff review of TIF Project Proposal, upon satisfaction
4. Staff and negotiate terms of Lands Sale Agreement & Developer's Agreement.
5. Land sale terms and Developer's agreement are reviewed for recommendation by CDA.
6. Developer's Agreement (Land Sale Terms included as an addendum) review and approved by City Council.
7. City Staff Submits new TID or amendment to Wisconsin Department of Revenue.

Plan Commission meeting is held the second Monday of every month and the Commission decides whether to approve or deny the application and add conditions to the project

After the **Plan Commission** meeting and approval has been granted Building Permits can be issued. For new Commercial properties State approved plans are required along with City of Whitewater Permits. New Residential properties are entered into the Wisconsin DSPS online System and City of Whitewater Permits are filled out. City of Whitewater Permits are available online on the City Website