

Village of North Bay Planning Commission Review Application



Property Owner Information

Last Name: _____ First Name: _____

Address: _____

Mailing Address, if different: _____

Phone: (_____) _____ Email: _____

Design Contractor Information (if applicable)

Contact Last Name: _____ First Name: _____

Company Name: _____

Company Address: _____

Phone: (_____) _____ Email: _____

Describe proposed project (attach additional sheets as necessary):

APPLICATION PACKET CHECKLIST:

- Application Fee of \$50
- 3 sets of full size blueprints **AND email complete digital packet to: clerk@vnbwi.gov**
- Site plan including property lines, distances from property lines for proposed and existing buildings, shoreline, fences, etc.
- Floor plans for proposed project.
- Drawing of exterior elevations showing the design and appearance of the building or structure as proposed to be constructed or altered.
- Exterior color, texture and material samples.
- Photographs that represent the project intent and/or the surrounding area.

Notice of Payment of Village Expenses:

The applicant may pay additional fees equal to expenses incurred by the Village for the consideration and review of the petition, this could include legal fees, engineering fees, and fees of other consultants, and any other costs which the Village may reasonably incur to review the petition.

Applicant Signature:

I swear that the information in this application is true and correct to the best of my knowledge and belief.

Signature: _____ Date: _____

Office Use Only

Rev. 2.26.2026

Date Filed: _____ Amount Paid: \$ _____ Check # _____ Received by: _____ Receipt # _____

Planning Commission Decision
**** Circle One ****

Approve

Deny

Date: _____

Conditions: _____

Planning Commission Administrator Signature: _____ Date: _____