

# **NOTICE**

During the Plan Commission's review of your proposal, it was noted that your property contains areas that may be wetland, floodplain, or both. As a part of your plan approval, you are required to have the wetlands and / or floodplains illustrated on your land division map.

Official wetland boundaries must be field-located by the Wisconsin Department of Natural Resources, the Army Corps. of Engineers, the Southeastern Wisconsin Regional Planning Commission (SEWRPC), or a private firm authorized by the DNR. SEWRPC will conduct the site work at no charge to you. However, some guidelines apply:

- SEWRPC works as an agent of the City. Any request to field locate your wetlands must be made in **writing by the current property owner or authorized agent**, to the Muskego Planning Department. We will immediately make the application on your behalf. Please be aware that the City will not request this work without the property owner's expressed written approval. A sample letter is found on the back of this sheet – you may fill in the blanks and use this as your letter of request.
- SEWRPC conducts this free service on a first-come first-served basis. There is a great demand for their limited resources. **Please be advised that it is not uncommon to wait four to six months to receive this free service!** A prompt request on your part will help assure minimum delays.
- When SEWRPC notifies you that they will be on site to field-mark your wetlands, you must arrange to have your surveyor follow up and place the exact boundaries on your map.

Your surveyor may be qualified to field verify floodplain elevations and boundaries. If not, the Muskego Planning Department may direct you to qualified firms.

If you have any questions regarding the process to have your wetlands of floodplain field verified, please do not hesitate to contact the Muskego Planning Department at (414) 679-4136.

***Thank you for your cooperation!***

***City of Muskego Planning Department***

**Date:** \_\_\_\_\_

**Address:**

Dear Muskego Planning Department;

With this letter I am requesting the City of Muskego to seek SEWRPC wetland delineation of my property, commonly known as (*address*) \_\_\_\_\_. I have attached a copy of a recent property map for your reference.

My surveyor is (*name of firm* \_\_\_\_\_).  
Please contact them at (*telephone no.* \_\_\_\_\_)  
when the field work has been scheduled.

Sincerely;

\_\_\_\_\_  
(*Print Name*)

\_\_\_\_\_  
(*Sign Name*)

\_\_\_\_\_  
(*Phone Number*)