

**VILLAGE OF ELM GROVE**  
**Application for Plan of Operation and**  
**Change in Use/Amendment to Existing Operation**

**\*\*This document is a matter of public record and may be reviewed upon request\*\***

**\$25.00 Application Fee Due at Time of Submission**

**Business Contact Information**

Property Information	Business/Tenant Information
Property Tax Key #: <b>EGV 110/019</b>	Business Name: <b>Wise Choice Childcare</b>
Property Address: <b>12400 Laurel Lane</b>	Business Owner: <b>Cherrie Bratchett</b>
Property Owner and Mailing Address (City/State/ZIP): <b>↑</b>	Business Owner Mailing Address (City/State/ZIP): <b>2922 N. 24th Place</b>
Property Owner Business Phone and Fax #: <b>12605 W. North Ave Bridlefield, WI 53005</b>	Business Owner Business Phone and Fax #: <b>414-999-8915</b>
Property Owner Cell Phone #: <b>262-228-8858</b>	Business Owner Cell Phone #: <b>414-999-8915</b>
Property Owner E-mail Address: <b>graced5@gmail.com</b>	Business Owner E-mail Address: <b>mugscherriebratchett@gmail.com</b>
After Hours Emergency Contact Name and Phone #: <b>Edwin - 414-574-6326</b>	After Hours Emergency Contact Name and Phone #: <b>Cherrie - 414-999-8915 John - 414-888-0118</b>

**Business Use Information (attach additional sheets if required)**

1. Explanation of Proposed Business (e.g. use of building/property):  
**Property will be used as an in-home family childcare/daycare.**

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2. Total Number of Employees/Number of Employees on Largest Work Shift:  
 Total Number of Employees: 3 (both full and part time)  
 Total Number of Employees on Largest Work Shift: 3

3. Hours of Operation (for each day of the week):  
 Monday: 6AM-12PM Tuesday: 6AM-12PM Wednesday: 6AM-12PM Thursday: 6AM-12PM

Friday: 6AM-12AM Saturday: Closed Sunday: Closed

4. Customer Load:

Daily Average: 6 per shift

Daily Peak: 8 per shift

5. Will you be submitting for signage? If yes, your proposal must meet Building Board specifications – see Zoning Administrator.

Yes

No

6. If a dumpster is located on the property, is it screened from the street and all neighboring properties? Dumpsters must be screened per Village Ordinance – see Zoning Administrator.

Yes

No

7. Expected Date of Occupancy:

04-01-19

**Site Plan Information** (Provide representation of the following: ingress; egress; parking arrangement; landscaping; loading docks/stalls; refuse/recycling receptacle storage; equipment/materials storage; accessory structures. *If a site plan has been previously filed with the Village, please indicate below and reference the date of submittal.*)

**Floor Plan Information** (Provide identification of offices, conference rooms, display areas and storage areas). List all other occupants within the building, their business and parking requirements (may be provided by building owner).

**Approval of the Plan of Operation and Site Plan Review will NOT be granted without receipt of this completed form at least 20 business days prior to a regularly scheduled Plan Commission meeting (first Monday of each month).**

Applicant's Signature: [Signature] Date: 02-26-19

Signature of Property Owner or Registered Agent: [Signature] Date: 3-6-19

Signature of this document denotes review of and agreement to the content of this form and the requirements of Section 335-85 – Plans of Operation.

Conditions of Approval:

Copies provided to:

- Building Inspector
- Police Department
- Fire Department
- Fire Inspector
- Assessor
- Village Clerk