

**VILLAGE OF ELM GROVE
APPLICATION FOR PLAN OF OPERATION AND
CHANGE OF USE/AMENDMENT TO
EXISTING OPERATION**

**** This document is a matter of public record and may be viewed upon request**
\$50.00 APPLICATION FEE DUE AT TIME OF SUBMISSION**

Business Information:

Name of Proposed Business: Block Legal Services, LLC

Business Federal Tax Identification Number: 45-4286347

Address of Proposed Business: 13545 Watertown Plank Road

Unit #: 7

Property Tax Key: EGV 1106148

Business Owner Information:

Name: William D. Block

Mailing Address: 13545 Watertown Plank Road

Unit #: 7

Business Phone #: 414-930-4478

Cell Phone #: [REDACTED]

Email Address: [REDACTED]

Property Owner/Registered Agent Information:

Name: Palm Beach LLC

Mailing Address: 13545 Watertown Plank Road

Unit #: 1

Business Phone #: 262-501-0635

Cell Phone #: [REDACTED]

Email Address: [REDACTED]

Business Use Information (attach additional sheets if necessary):

1. Explanation of Proposed Business (e.g. use of building/property):

Law firm, specializing in estate planning and probate

2. Total Number of Employees/Number of Employees on Largest Work Shift:

Total Number of Employees: 2 (both full and part time)

Total Number of Employees on Largest Work Shift: 2

3. Hours of Operation (for each day of the week):

Mon: 7a - 7p Tues: 7a - 7p Wed: 7a - 7p Thurs: 7a - 7p Fri: 7a - 7p Sat: 7a - 7p Sun: 7a - 7p

Business Use Information (Continued):

4. Customer Load:

Daily Average: 2

Daily Peek: 5

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

Yes

No

6. Will there be a dumpster located on the property? (If yes, it must be screened from the street and all neighboring properties, per Village Ordinance—see Zoning Administrator)

Yes

No

7. Expected Date of Occupancy:

3/1/2026

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.

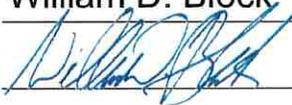
(If a site plan has been previously filed with the Village, please indicate below and reference the date of submittal.)

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).

Building Permits: Repairs, alterations, or mechanical work to any structure or tenant space may require permits. Please contact the Village Building Inspector Mike Hadley for questions. Email: mhadley@safebuilt.com / Phone: (262) 212-8615.

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 Name (Print): William D. Block

Applicant Signature: 

Date: 1/15/2026

Property Owner/Registered Agent Name (Print): _____

Property Owner/Registered Agent Signature: _____

Date: _____

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

FOR INTERNAL OFFICE USE ONLY:

Form and Payment Received:	<input checked="" type="checkbox"/>	YES	<input type="checkbox"/>	NO	Initial: <u>ES</u>	Date: <u>1/16/26</u>	Copies provided to:	
Form Complete:	<input checked="" type="checkbox"/>	YES	<input type="checkbox"/>	NO	Initial: <u>ES</u>	Date: <u>1/16/26</u>	<input checked="" type="checkbox"/> Building Inspector	<input checked="" type="checkbox"/> Fire Inspector
Photo ID Verification:	<input checked="" type="checkbox"/>	YES	<input type="checkbox"/>	NO	Initial: <u>ES</u>	Date: <u>1/16/26</u>	<input checked="" type="checkbox"/> Assessor	<input checked="" type="checkbox"/> Fire Chief
Lease Verification w/ Property Owner:	<input checked="" type="checkbox"/>	YES	<input type="checkbox"/>	NO	Initial: <u>ES</u>	Date: <u>1/16/26</u>	<input checked="" type="checkbox"/> Village Clerk	<input checked="" type="checkbox"/> Police
Zoning Administrator Review:	<input checked="" type="checkbox"/>	YES	<input type="checkbox"/>	NO	Initial: <u>ES</u>	Date: <u>1/16/26</u>		

CONDITIONS OF APPROVAL:

APPROVED DENIED

*THIS FORM IS NOT VALID UNLESS STAMPED AND SIGNED BY THE VILLAGE

AUTHORIZED SIGNATURE