

## ORDINANCE PROCESSING CHECKLIST

Please complete, sign and return this checklist and all required documents to the DNR Area Hydrologist when completed. Please submit all documents by email.

1. \_\_\_\_\_ Date(s) of published public hearing notice(s).  
\_\_\_\_\_
2. \_\_\_\_\_ Date(s) of public hearing(s).  
\_\_\_\_\_
3. \_\_\_\_\_ Date of ordinance adoption. Email the adopted ordinance/ amendment with the signature of the chief elected official in PDF format.
4. \_\_\_\_\_ Date of newspaper publication of adopted ordinance/ amendment or ordinance amendment summary.

\_\_\_\_\_  
Signature of Clerk/Auditor

\_\_\_\_\_  
Name of Community