

Primrose Township

Land Division Application Checklist

Application for Land Division in the Town of Primrose requires the name of the applicant and the standard required background information. In addition to this, the following information must be supplied:

- 1) Current size (in acres) of proposed tract of land to be divided _____
- 2) Number of parcels to be created from the proposed land division _____
- 3) Size (in acres) of each parcel from the proposed land division _____

Note: Within the Agricultural Preservation Area, the minimum parcel size for proposed new lots shall be 2 acres. Non-farm zoning parcels shall be the minimum size necessary to accommodate the proposed use, while meeting town driveway standards, minimum road frontage and other criteria of the Town Comprehensive Plans. Non-farm development in woodlands of greater than 20 contiguous acres (existing as of 1981) requires a lot size of at least 10 acres.

- 4) Specify reason for proposed land division below:
 - a. By will or pursuant to court order _____
 - b. For lease. Specify lease term (in years) _____
 - c. Mortgage _____
 - d. Casement _____
 - e. Sale or building development:
Is the sale between adjoining property owners? _____
If so list name of adjoining property owner _____
 - f. Other _____
- 5) Attach a legible copy of the most current plat map showing the proposed tract of land to be divided and all immediately surrounding (or adjoining) land plats. _____
- 6) Attach an up-to-date aerial photo of the proposed tract of land to be divided. The photo must also show immediate adjoining lands. Several photos may be required to show all required land area with sufficient resolution to adequately identify all land features and existing structures. Photos must have a distance scale identified on map. _____

- 7) Attach a soils map of the proposed tract of land to be divided. The soils map must include the names and definitions of all soil types listed (i.e. soil class, drainage class, land capability class etc.) _____
- 8) Attach a topographical map of the proposed tract of land to be divided. Contour interval scale (distance per contour interval) must be identified on map _____
- 9) List of the current land uses of the proposed tract of land to be divided. _____
- 10) List (approximate acreage) of all current land types (i.e. pasture, tillable, wetland, woodland, etc.) of the proposed tract of land to be divided. _____
- 11) Attach a site plan of the proposed land division. This shall include the following:
 - a. An aerial photo with the approximate locations of the land divisions identified on it. _____
 - b. List of all proposed land uses. _____
 - c. If intent is to sale for development, identify on aerial photo all possible development sites (residences, driveways, buildings, etc.) that conform to the Town of Primrose Comprehensive Plan and ordinances. _____

Once the Town Board approves your land division application, the following must be submitted to the Town Clerk.

- 12) Is a Certified Survey Map attached/supplied for each parcel less than 35 acres? (See section 1.07 of the Primrose Land Division Ordinance for requirements.) _____