

ADDITIONAL SUBMITTAL REQUIREMENTS FOR PRELIMINARY PLAT PETITIONS

*** NOT REQUIRED FOR DIFFERENT TYPES OF PETITIONS ***

Following Town review of a Comprehensive Development Plan, a Preliminary Plat shall be required for all subdivisions, prepared on paper of good quality capable of clearly legible reproduction at a scale of not more than 100 feet to the inch, comply with the [TCG Chapter 15 - Land Division and Planning Code](#), and show correctly on its face the following information:

- ☐ Title under which the proposed subdivision is to be recorded.
- ☐ Location of subdivision by government lot, quarter-quarter section, township, range, county, and state.
- ☐ Location map showing the relationship between the plat and its surrounding area and existing streets.
- ☐ Date, scale, and north point.
- ☐ A description of the material of which the corner marker is composed.
- ☐ Names and addresses of the owner, subdivider, surveyor, engineer, and planner involved preparation.
- ☐ The entire area contiguous to the proposed plat owned or controlled by the subdivider, even though only a portion of said area is proposed for immediate development.
- ☐ The present zoning and any proposed zoning change for the plat and all land adjacent thereto.
- ☐ Location and elevation of any land situated within a flood plain, wetland, shoreland, and shoreland setback area.
- ☐ Exact length and bearing of the exterior boundaries of the proposed subdivision referenced to a corner established in U.S. Public Land Survey and the total acreage encompassed thereby.
- ☐ Contours at vertical intervals of not more than two feet where average slope is less than 5% or 5 feet where slope is 5% or greater. Elevations shall be marked on such contours based upon United States Geological Survey (USGS).
- ☐ Water elevations of adjoining lakes and streams at the date of the survey and approximate high and low water elevations, based upon or established by the best available data.
- ☐ Location, right-of-way width and names of all existing streets, alleys or other public ways, easements, railroad and utility rights-of-way and all section and quarter section lines within the exterior boundaries of the plat or immediately adjacent thereto.
- ☐ Location and names of any adjacent subdivisions, parks and cemeteries, and owners of record of abutting unplatted lands.
- ☐ Type, width, and elevation of any existing street pavements within the exterior boundaries of the plat or immediately adjacent thereto together with any legally established centerline elevations, based upon or established by the best available data.
- ☐ Location, size, and invert elevation of any existing storm sewers, culverts, and drainpipes; location of manholes, catch basins, hydrants, power and telephone poles; and location and size of any existing sanitary sewer, water, and gas mains and underground utilities within the exterior boundaries of the plat or immediately adjacent thereto.
- ☐ Locations of all existing property boundary lines, structures, drives, streams and watercourses, marshes, rock outcrops, wooded areas, railroad tracks and other similar significant features within the tract being subdivided or immediately adjacent thereto.
- ☐ Location, width, length, bearing and names of all proposed streets and public rights-of-way such as alleys and easements.

- Any proposed lake and stream improvement or relocation.
- Location and approximate dimensions of any sites to be reserved or dedicated for parks, playgrounds, drainageways, or other public use or which are to be used for group housing, shopping centers, church sites, or other nonpublic uses not requiring lotting.
- When a street is on a circular curve, the main chords of the right-of-way lines shall be drawn as dotted or dashed lines in their proper places. All curved lines shall show, either on the lines or in an adjoining table, the radius of the circle, the central angle subtended, the chord bearing, the chord length and the arc length for each segment. The tangent bearing shall be shown for each end of the main chord for all circular lines. When a circular curve of 30-foot radius or less is used to round off the intersection between two straight lines, it shall be tangent to both straight lines, and in such event, it is sufficient to show on the plat the radius of the curve and the tangent distances from the points of curvature to the point of intersection of the straight lines.
- Existing zoning on and adjacent to the proposed subdivision.
- Corporate limits lines.
- Any proposed lake and stream access with a small drawing clearly indicating the location of the proposed subdivision in relation to the access.
- Approximate dimensions of all lots and outlots together with proposed lot, outlot, and block numbers.
- Certification that the surveyor has fully complied with all applicable provisions of the Town Land Division and Planning Code.

The following additional information shall be submitted with a Preliminary Plat for a complete petition:

- Street plans and profiles showing existing ground surface, proposed and established street grades, including extensions for a reasonable distance beyond the limits of the proposed subdivision when requested. All elevations shall be based upon USGS data and plans and profiles shall meet the approval of the Town Engineer.
- If required by the Town Engineer, where sanitary sewers are unavailable, borings and soundings in specified areas to ascertain subsurface soil, rock, and water conditions, including depth to bedrock and depth to ground water table.
- If required by the Plan Commission, a draft of protective covenants which the subdivider intends to record regulating land use in the proposed subdivision or to otherwise protect the proposed development.

Finally, prior to final approval of the Preliminary Plat, the Petitioner is required to provide confirmation that the site is suitable for a private onsite wastewater treatment system in compliance with Wisconsin Admin. Code Ch. SPS 383 and 385, and any other applicable Department of Safety and Professional Services or Department of Natural Resources administrative regulation.