

Town of West Bend - Washington County, Wisconsin
APPLICATION for MINOR LAND DIVISION

Name of Property Owner: _____

Address: _____

Phone: _____ Email: _____

Name of Applicant (if different from Property Owner): _____

Address: _____

Phone: _____ Email: _____

Property Description:

Address: (if different than Property Owner) _____

Location of Property: ____ ¼ ____ ¼, Section ____, Town ____ Range ____, Town of West Bend

Tax Parcel #: _____ Current Use of Land: _____

Acreage of Parent Parcel: _____ Current Zoning of Parent Parcel: _____

Acreage of Proposed Parcel(s): _____ Zoning of Proposed Parcel(s): _____
(Please include as attachment if more than one parcel is proposed to be created)

What is the land use classification of the parent parcel on the Town of West Bend Comprehensive Plan
Future Land Use Map? (*check one*)

____ Rural Residential

____ Neighborhood Residential

____ Shoreline Residential

____ Roadside Mixed-Use

____ Government/Institutional

Is any portion of the property in question classified as Environmental Conservancy District on the Future
Land Use Map? Yes ____ No ____

Is any portion of the property in question located within a Town of West Bend/City of West Bend
Boundary Agreement on the Future Land Use Map? Yes ____ No ____

Purpose of Land Division:

Will an outlot be created as a result of this land division? Yes ____ No ____

If yes, explain the purpose of the outlot: _____

Town of West Bend - Washington County, Wisconsin
APPLICATION for MINOR LAND DIVISION

Application Checklist:

(This Application shall be completed in full. The Town of West Bend shall not accept any Application for Minor Land Division until all of the information below, as required under Section 18.3.03 of the Town of West Bend Land Division Ordinance, is submitted as attachment to this Application. Please confirm inclusion of the required information by checking each item below).

The Certified Survey Map shall show correctly on its face the following (as applicable):

- ☐ All Existing Buildings, watercourses, drainage ditches, and other features pertinent to proper land division.
- ☐ Setbacks or Building Lines if required by the Town Plan Commission in accordance with the guidelines set forth in Section 7.07 of the land division ordinance.
- ☐ Utility and drainage easements.
- ☐ All lands dedicated for public use or reserved for future acquisition.
- ☐ Date of the Certified Survey Map.
- ☐ Graphic Scale and North Point.
- ☐ Name and Address of the owner, subdivider and surveyor.
- ☐ Existing and Proposed Contours at vertical intervals of not more than two (2) feet where the slope of the ground surface is less than 10 percent, and of not more than four (4) feet where the slope of the ground surface is 10 percent or more. Elevations shall be marked on such contours based on National Geodetic Datum of 1929 (mean sea level). This requirement may be waived if the parcel or parcels created are fully developed.
- ☐ All Proposed Streets, roads, or highways within 300 feet of the boundaries of the parcels created by the minor land division.
- ☐ Floodplain Limits of the 100-year recurrence interval flood, or where such data is not available, a line lying a vertical distance of five (5) feet above the elevation of the maximum flood of record.
- ☐ Location of Soil Boring Tests. The Town Plan Commission, upon recommendation of the Town Engineer, may require that borings and tests be made in specified areas to ascertain subsurface soil, rock, and water conditions, including depth to bedrock and depth to ground water table. Where the land division will not be served by public sanitary sewer service, the requirements of Chapters SPS 383 and SPS 385 of the Wisconsin Administrative Code for soil borings shall be met. The location of all soil borings shall be shown on the certified survey map and two (2) copies of all test results shall accompany the map. Where soil mottling or saturated conditions are observed in the soil profile, the Plan Commission may prohibit the future construction of principal buildings.
- ☐ Location of Soil Percolation Tests where required by Section SPS 385.06 of the Wisconsin Administrative Code, taken at the location and depth in which soil absorption waste disposal

Town of West Bend - Washington County, Wisconsin
APPLICATION for MINOR LAND DIVISION

systems are to be installed. The number of such tests initially made shall not be less than one (1) test per three (3) acres or one (1) test per lot, whichever is greater. The results of such tests shall be submitted along with the preliminary plat.

___ The Entire Area contiguous to the proposed certified survey map owned or controlled by the subdivider shall be included on the certified survey map even though only a portion of said area is proposed for immediate development. The Town Plan Commission may waive this requirement where it is unnecessary to fulfill the purposes and intent of this code and severe hardship would result from strict application thereof.

Application Fee:

- \$100.00 for first lot
- \$50.00 for each additional lot

Check Number: _____

Signatures:

Owner or Applicant: _____ Date: _____

Zoning Administrator: _____ Date: _____

Professional Services Fee:

When the services of outside legal, planning, engineering, or other technical advice results in a charge to the Town for professional time and services, the Town Clerk shall charge such fees incurred by the Town to the property owner even if the request is not approved.

I understand and agree that I shall be responsible for any professional services fees incurred by the Town even if my request is not approved.

Owner Signature: _____ Date: _____