



Office of the Zoning Administrator

100 N Wall St.

Denmark, WI 54208

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APPLICATION for MINOR LAND DIVISION

Notice: This Application must be completed in full. The Village of Denmark cannot accept an incomplete Application Form or an Application Packet lacking all required information.

Contact Information:

Property Owner: _____

Address: _____

Phone: _____ Email: _____

Applicant / Agent (if different from Property Owner): _____

Company & Title (as applicable): _____

Address: _____

Phone: _____ Email: _____

Name of Surveyor: _____

Company Name: _____

Address: _____

Phone: _____ Email: _____

Property Description:

Address: _____ Parcel ID: _____

Current Use of Parcel to be Divided: _____

Parcel Size: _____ Parcel Width: _____

Identify the Village of Denmark Comprehensive Plan land use classification for each parcel to be divided: *(check all that apply)*

- | | |
|--|--|
| ☐ Agricultural | ☐ General Commercial |
| ☐ Single-Family Residential | ☐ Gateway Commercial |
| ☐ Mixed Residential | ☐ Highway Commercial / Industrial |
| ☐ Conservation Residential | ☐ Industrial |
| ☐ Multifamily | ☐ Institutional |
| ☐ Mobile Home Park | ☐ Park |
| ☐ Commercial | ☐ Utilities |
| ☐ Neighborhood Commercial | Other: _____ |
| ☐ Downtown Commercial | |

Current Zoning of Parcel to be Divided:
(check all that apply)

- | | | |
|---------------------------------------|--|--|
| ☐ R-1 District | ☐ RD-1 District | ☐ I-1 District |
| ☐ R-2 District | ☐ B-1 District | ☐ I-1 District |
| ☐ R-3 District | ☐ B-2 District | ☐ C-1 District |
| ☐ R-4 District | ☐ B-3 District | ☐ Conservancy Overlay |
| ☐ R-5 District | ☐ IN District | ☐ PDD Overlay |

Proposed Lot(s):

Lot 1:

Lot Size: _____ Lot Width: _____

Proposed Zoning: _____ Intended Use: _____

Lot 2:

Lot Size: _____ Lot Width: _____

Proposed Zoning: _____ Intended Use: _____

Lot 3:

Lot Size: _____ Lot Width: _____

Proposed Zoning: _____ Intended Use: _____

Lot 4:

Lot Size: _____ Lot Width: _____

Proposed Zoning: _____ Intended Use: _____

Outlot(s):

Will any outlots be created as part of this land division? Yes ____ No ____

If yes:

Purpose of the outlot: _____

Ownership of outlot(s): _____

Application Checklist:

The purposes of the Application Checklist is to ensure a complete submittal has been prepared and to expedite the review process. The checklist is not necessarily inclusive of all requirements needed to obtain an approval and does not absolve the Applicant from compliance with other applicable sections of the Subdivision of Land Ordinance.

NOTE: One paper copy and one digital copy (PDF format or similar format approved by the Village Clerk) of the application packet is required.

Please confirm compliance with Application for Minor Land Division submittal requirements by completing the table below in full. Completion shall entail entering one of the following codes in each box under the 'Code' column.

✓ - Shown on CSM

☐ - Included with Application Packet

n/a - Appears Inapplicable

? - Unable to Determine if Required

Code	Certified Survey Map Submittal Requirements (each of the following shall be shown on the face of, or as an attachment to, the CSM)
	Name of the owner.
	Date of survey.
	Graphic scale and North arrow.
	All existing buildings, structures, driveways, and similar such developed features on the parcel.
	Locations, widths of rights-of-way and easements, and names of adjoining streets, highways, railroads, utilities, parks, cemeteries, and subdivisions.
	Any applicable use or access restrictions and covenants.

	All floodplains, wetlands, navigable ponds, streams, lakes, flowages, wetlands, environmentally sensitive areas, or erosion hazard areas.
	Location and extent of all Primary Conservation Areas, as listed in Section 265-103.A of the Subdivision of Land Ordinance.
	Location and extent of all Secondary Conservation Areas, as listed in Section 265-103.B of the Subdivision of Land Ordinance.
	The buildable area of the proposed lot(s).
	Distances and bearings referenced to a line and a corner of the Outagamie County Coordinate System.
	Owner's and mortgagee's certification of dedication of streets and other public areas prepared in accordance with Wis. Stat. §§ 236.21(2) and 236.34(1m)(e).
	The entirety of the parent parcel from which the proposed lot(s) are to be divided.
Where the Village finds that it requires additional information relative to a particular problem presented by a proposed development to review the certified survey map, it shall have the authority to request such information from the subdivider.	

Signature and Certification:

By signing and dating below, you certify the information presented on this Application along with the drawings and documents included therein are, to the best of your knowledge, complete and in accordance with the Subdivision of Land Division Ordinance.

Applicant Signature: _____ Date: _____

Application Fee:

The Application Fee for a Minor Land Division is as follows:

1. Minor Land Division via Certified Survey Map – \$250.00.
2. Lot Line Adjustment or Lot Combine – \$100.00