

PRELIMINARY PLAT CHECKLIST

This checklist is required for all preliminary plats involving five or more lots in a five-year period. Applications for ineligible parcels will be returned.

Major subdivisions in the Town of Sioux Creek must conform to the Town's conservation design standards.

Required Information for All Preliminary Plats by Town Ordinance:

- € 15 copies of the preliminary certified survey map and all other maps or documentation required for the certified survey map review and approval. No maps or documents should be larger than 11" x 17".
- € Map showing the original parcel(s) of which the proposed land division was part of five years prior to the date of application.
- € The lot sizes in acres (including any outlots) shall be included on the Preliminary Plat.
- € A copy of the soil test(s) for all proposed lots to have a residence or primary structure with an accompanying map(s) showing soil test locations.
- € The following are required as described in the *Town of Sioux Creek Land Division Ordinance*:
 - ___ Environmental Assessment.
 - ___ Map(s) of Primary and Secondary Conservation Features, including the location of existing structures, wells, septic systems, and other utilities, as well as the general location of land uses and structures within 300 feet of property boundaries.
 - ___ Map of Potential Development Areas.
 - ___ Map of common open space shown as an outlot(s) to be protected by conservation easement
 - ___ Existing homes, farmsteads, or other primary structures are identified as lots and are included in the density and open space calculations, and meet the minimum lot size requirements.
 - ___ Lot, Density, and Open Space Calculations:

smallest lot size (excluding common open space):	acres
largest lot size (excluding common open space):	acres
average lot size (excluding common open space):	acres
total acreage of the original parent parcel(s):	acres
total number of lots proposed:	
total number of clusters proposed:	
total common open space	acres % of total acres
common open space contiguous to other open space and abutting the lots proposed to be developed	acres % of total acres
common open space proposed for active recreational use	acres

%	If a low-density major subdivision is proposed, provide the estimated percentage of Class 1 and Class 2 prime farmland soils. A NRCS Soils Map with the property identified should be included.
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- € Map(s) showing all existing and proposed easements, rights-of-ways, and dedications.
- € Draft of all proposed conservation easements which identifies all proposed title holders or those with third-party enforcement rights.
- € Draft management plan for the common open space.
- € If applicable, detailed design and construction plans for:
 - ___ all public improvements being built that are proposed to be dedicated to the Town
 - ___ all private roads
 - ___ all stormwater management and erosion control plans or improvements
- € If applicable, a draft developer's agreement for all public improvements.
- € The Right-to-Farm Statement shall be included on the face of the Preliminary Plat in accordance with the *Town of Sioux Creek Land Division Ordinance*.
- € A detailed statement regarding how the proposed plat is consistent with the vision, goals, and objectives of the *Town of Sioux Creek Comprehensive Plan*.
- € Certification by the surveyor on the face of the Preliminary Plat that the Preliminary Plat fully complies with the provisions of the *Town of Sioux Creek Land Division Ordinance*.
- € Other plans or analyses as required by the Town of Sioux Creek Plan Commission.
- € A copy of the recorded deed showing land ownership. Contact information and a statement of type of interest must be included with the application for all parties having an ownership interest in all properties related to the land division.

State of Wisconsin Platting Standards (Wis. Stats. 236.24 & Chapt. A-E7 Wis. Adm. Code)

1. ___ **236.15(1)(a)** The external plat boundary properly monumented, (iron monuments 18-inches in length with a minimum density of 3.65-pounds per linear foot).
2. ___ **236.15(1)(b)** All block corners, angle points and curve points within the plat boundary properly monumented (same as above).
3. ___ **236.15(1)(c)** All lot, outlot and public dedication corners properly monumented, (iron monuments 18-inches in length with a minimum density of 1.13-pounds per linear foot).
4. ___ **236.15(1)(d)** Points along all lot, outlot and public dedication lines and their intersection with meander lines properly monumented (same as above). All established meander points to be placed 20-feet from the ordinary high water mark.
5. ___ **236.15(2)** The survey performed by a registered land surveyor in this state. Error of closure not more than 1 in 3000.
6. ___ **236.16(4)** Include lands lying between water's edge and meander line with all lots, outlots and public dedications.
7. ___ **236.20(1)(a) & (b)** Each plat sheet shall be 22-inches by 30-inches with a 1 ½ -inch binding margin and 1-inch margins on the other sides. Each sheet shall show a graphic scale of not more than 100-feet to one inch.
8. ___ **236.20(2)(b)** Clearly identify and describe found or set monumentation, (type of monument, type of material, outside diameter, outside dimension, weight per foot, etc.) Label or show in map legend.

9. ____ **236.20(2)(c)** Dimension by bearing and distance: exterior plat boundary, block boundaries, boundaries of lots, outlots and public dedications. Nonparallel easements shown by centerline or boundary line bearing and distance.
10. ____ **236.20(2)(e)** Consecutively number lots and outlots within each plat or throughout plat additions.
11. ____ **236.20(2)(f)** Show the exact width of all easements, streets and alleys.
12. ____ **236.20(2)(g)** Dimension all established meander lines by bearing and distance. Show distance from points on meander line to the ordinary high water mark.
13. ____ **236.20(2)(h)** Show the centerline of all streets, roads and highways.
14. ____ **236.20(2)(i)** Show north point and reference bearings to a boundary line of a quarter section in which the plat is located.
15. ____ **236.20(2)(j)** Show the area in square feet (and acres) of each lot and outlot.
16. ____ **236.20(2)(k)** Show the main chord of a circular curve with a dotted or dashed line. Show curve dimensioning as follows: radius length, central angle, chord bearing, chord length, arc length and tangent bearing at each end of the main curve.
17. ____ **236.20(2)(L)** Compliance with this section may be waived by Wisconsin Department of Administration, Plat Review.
18. ____ **236.20(3)** The name of the plat in prominent letters, not in duplicate of any previously recorded plat in this county.
19. ____ **236.20(3)(c)** Show a location sketch with same orientation as plat (Show plat location within section and existing roads).
20. ____ **236.20(3)(d)** Show names of adjoining roadways and subdivisions in their proper locations underscored by a dotted or dashed line.
21. ____ **236.20(3)(e)** Show the location of abutting roadways with a dotted or dashed line. Dimension the roadway widths.
22. ____ **236.20(4)(a)** Identify or name public roadways on the plat.
23. ____ **236.20(4)(b)** Except roads, all dedications labeled "Dedicated to the public".
24. ____ **236.20(4)(c)** All roads not dedicated clearly marked "Private".
25. ____ **236.20(5)(a)** Show all existing buildings.
26. ____ **236.20(5)(b)** Show all features pertinent to proper subdivision.
27. ____ **236.20(5)(c)** Show elevations of adjoining waterways at date of survey, referenced to a permanent established datum.
28. ____ **236.21(1)** Surveyor's Certificate of the surveyor who surveyed, divided, mapped this subdivision.
29. ____ **236.21(1)(a)** By whose direction.
30. ____ **236.21(1)(b)** A clear and concise description of the land surveyed, by government lot, quarter-quarter section, section, township, range, county and state; and by metes and bounds commencing with a monument at a section or quarter section corner of the quarter section.

State statutes and requirements are subject to change.
The applicant must comply with all pertinent State regulations.

31. ____ **236.20(1)(c)** Statement of correct representation.
32. ____ **236.20(1)(d)** Statement of full compliance with 236.
33. ____ **236.21(2)(a)** A certificate by the owner of the land. Certificate by all fee interest holders and mortgagee of record.
34. ____ **236.21(3)** Certificate of taxes and assessments paid to both county treasurer and town treasurer.
35. ____ **A-E 7.05(1)** Map drawn to a convenient scale.
36. ____ **A-E 7.05(3)** Show “Recorded As” if previously recorded dimensioning differs from platted.
37. ____ **A-E 7.05(4)** Show and describe necessary monuments, identify whether found or set.
38. ____ **A-E 7.08** Required U.S. public land survey monument location filed with the county.