

SKETCH PLAN CHECKLIST

A sketch plan to be reviewed at an initial consultation meeting is required for CSMs involving three or more lots, all major subdivisions, and all land divisions where a lot is intended for commercial or industrial use. At the Town Clerk's discretion, an initial consultation and sketch plan review may be required for land divisions involving only two lots.

A sketch plan is not typically required for land divisions involving only two lots (the parent parcel and the new lot).

The sketch plan does not need to be prepared by a Wisconsin Registered Surveyor and may be a free-hand drawing, but must be reasonably accurate and in sufficient detail to generally determine site suitability, access, topography, drainage patterns, barriers to development, and development density. The sketch plan should provide the basic information necessary to determine compatibility with the standards within the *Town of Sioux Creek Land Division Ordinance* and vision and goals of the *Town of Sioux Creek Comprehensive Plan*.

Required Information for all Sketch Plans by Town Ordinance:

- € 15 copies of all maps or other documentation required for the initial consultation. No maps or documents should be larger than 11" x 17".
- € Map(s) shall show:
 - ___ the original parcel(s) of which the proposed land division was part of for five years prior to the date of application.
 - ___ approximate property dimensions with estimated lot sizes in acres (including any outlots)¹
 - ___ approximate lot dimensions and sizes in acres for any existing homes, farmstead, or other principal structures which will be included in the density and open space calculations
 - ___ general topography and approximate locations of surface waters, floodplains, wetlands, and any other potential barriers to development
 - ___ approximate location of existing wells, septic systems, easements, or rights-of-ways
 - ___ a description of the intended uses of each lot
 - ___ approximate areas for parking, significant landscaping, or grading, if proposed
- € An aerial photo or orthophoto of the property, with the property boundaries delineated, including at least 300' beyond each boundary for discussion of adjacent uses.
- € For major subdivisions, be prepared to generally discuss your ideas regarding common open space areas, conservation easements, and open space management plans.
- € 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.

¹ The Town of Sioux Creek acknowledges that the approximate lot locations and arrangements of the sketch plan are subject to change prior to completion of the preliminary subdivision plat based on subsequent analysis and conservation design planning. The purpose of sketch plan is establish a dialogue between the Plan Commission and developer, so that the developer's ideas and concepts can be discussed in the context of the Town's ordinance and comprehensive plan vision.