

CHECKLIST FOR LAND DIVISION OR CONSOLIDATION BY CSM APPLICATION

Completed land division or consolidation by CSM application must be submitted to Village Clerk's Office, along with fee and other requirements outlined by checklist.

Applications must be received 15 days prior to the Plan Commission meeting in order to be placed on agenda to meet publication deadlines. The Plan Commission meets the 3rd Thursday of each month and Village Board meets the 1st and 3rd Tuesday.

The application will be placed on agenda only after completed form and fee have been filed with the Village Clerk's Office. ***Please note all applications must be reviewed by the Plan Commission and forwarded to Village Board for final action.***

Required Items:

- ___ 1. Completed land division or consolidation by CSM application.

- ___ 2. Nine (9) copies of Certified Survey Map (CSM) prepared by registered surveyor showing all the information required for a building permit and existing and proposed landscaping.

- ___ 3. Plot map to show location of CSM.

- ___ 4. Completed Environmental Assessment checklist (attached to application).

- ___ 4. Fee of \$175.00 + costs (Resolution R23-34).

PERMIT FEE: _____
PERMIT NO.: _____

VILLAGE OF NEW GLARUS
APPLICATION FOR LAND DIVISION OR CONSOLIDATION BY
CERTIFIED SURVEY MAP [CSM]

TODAY'S DATE: _____

APPLICANT NAME: _____
ADDRESS: _____
TELEPHONE: _____

SITE ADDRESS: _____

DESCRIPTION OF SITE BY LOT, BLOCK AND RECORDED SUBDIVISION OR BY
METES & BOUNDS: _____

PRESENT ZONING OF SITE: _____

NOTICE TO APPLICANT:

ATTACH NINE (9) COPIES OF CERTIFIED SURVEY MAP PREPARED BY
REGISTERED SURVEYOR SHOWING ALL THE INFORMATION REQUIRED FOR A
BUILDING PERMIT AND EXISTING AND PROPOSED LANDSCAPING.

ATTACH PLOT MAP TO SHOW LOCATION OF CSM.

ATTACH COMPLETED ENVIRONMENTAL ASSESSMENT CHECKLIST.

Applicant Signature

PRESENTED TO VILLAGE CLERK: _____

REFERRED TO ZONING ADMINISTRATOR: _____

REFERRED TO PLAN COMMISSION: _____

PLAN COMMISSION REVIEW: _____

PUBLICATION OF AGENDA [class 1]: _____

DETERMINATION: APPROVE CONDITIONALLY DENY
 APPROVE

DATE: _____

IF CONDITIONALLY APPROVED STATE SPECIFICS: _____

Village Plan Commission Chairman

PRESENTED TO VILLAGE BOARD: _____

DETERMINATION: APPROVE CONDITIONALLY APPROVE

DATE: _____

IF CONDITIONALLY APPROVED STATE SPECIFICS: _____

DATE: _____

Village President

**VILLAGE OF NEW GLARUS ENVIRONMENTAL ASSESSMENT CHECKLIST
FOR SUBDIVISIONS AND LAND DIVISIONS BY CERTIFIED SURVEY**

Project Name: _____
 Applicant's Name: _____

All "Yes" answers must be explained in detail by attaching maps and supportive documentation describing the impacts of the proposed development/land division.

LAND RESOURCES
 Does the project site involve any of the following:
 (If "yes", how does the developer propose to address the matter?)

| | Yes | No |
|--|-----|----|
| Changes in relief and drainage patterns? If yes, attach two (2) copies of: <input type="checkbox"/> A topographic map showing, at a minimum, two (2) foot contour intervals. | | |
| A floodplain? If yes, attach two (2) copies of: <input type="checkbox"/> A typical stream valley cross-section showing 1) the channel of the stream; 2) the 100-year floodplains limits and 3) floodway limits [if officially adopted] of each side of the channel; AND <input type="checkbox"/> A cross-section of the area to be developed | | |
| An area of soil instability - greater than 20% slope and/or organic soils, peats, or mucks at or near the surface? | | |
| Prime agricultural land (Class I, II, or III soils)? | | |
| Wetlands and mapped environmental corridors? | | |
| Unique physical features or wildlife habitat? | | |

WATER RESOURCES
 Does the proposed project involve any of the following:

| | | |
|---|--|--|
| Location within the area traversed by a navigable stream or dry run? | | |
|---|--|--|

HUMAN AND SCIENTIFIC INTEREST
 Does the project site involve any of the following:

| | | |
|--|--|--|
| An area of archeological or geological interest? | | |
| An area of historical interest? | | |
| An area of buildings or monuments with unique architecture? | | |
| Unique, uncommon, or rare plant or animal habitats? | | |
| Mature native tree species? | | |

| ENERGY, TRANSPORTATION AND COMMUNICATIONS | | |
|---|--|--|
| Does the development encompass any future street appearing on the Village of New Glarus Official Map? | | |
| Is the development traversed by an existing or planned utility corridor (gas, electricity, water, sewer interceptor, communications, storm sewer)? | | |
| VILLAGE PLANNING | | |
| Is the development consistent with the Village Master Plan and other adopted planning documents? | | |
| Please provide any other relevant information below: | | |
| | | |

_____ Date

_____ Applicant Signature