Form No. _____

Major Subdivision Application

To the Town Board and Planning Commission of the Town of St. Croix Falls, Polk County, Wisconsin

I, the undersigned, being owner/owner's agent of all the area herein described, hereby request from the Town Board of the Town of St. Croix Falls, approval of the Minor Subdivision under the provisions of the "Subdivision and Community Character Ordinance for the Town of St. Croix Falls, Polk County, Wisconsin."

Owner: _____ (Signature)	Agent: _____ (Signature)
Name: _____	Name: _____
Address: _____	Address: _____
_____ (City, Town) (State) (Zip)	_____ (City, Town) (State) (Zip)
Telephone No.: _____	Telephone No.: _____
Email Address: _____	Email Address: _____

For Town Use Only:	Date Filed: _____
Received By: _____	Fee Paid: _____

More information may be requested by the Planning Commission or Town Board if deemed necessary to properly evaluate your request. The lack of information requested by this form may in itself be sufficient cause to deny the petition. If you have any questions regarding the procedure, please contact the Town Planner or the Zoning Administrator.

☐ **LEGAL DESCRIPTION OF THE PROPERTY (ATTACH ADDITIONAL SHEETS IF NECESSARY):**

Lot No.	Block No.	Subdivision	or Government Lot #_____, _____ 1/4
of Section _____ T _____ N, R _____ W, Town of St. Croix Falls, Wisconsin			
Tax #	Area in Acres	Volume	Page# _____ Polk County Register of Deeds

☐ **PRESENT IMPROVEMENTS ON THE LAND (DESCRIBE):**

☐ Zoning District	Present Use
☐ With this land division, how many acres will remain un-subdivided in this parcel?	
☐ Has there been a previous subdivision, major or minor, on this land before?	
☐ Date of the Last Subdivision.	

Form No. ☐

	Included (Indicate Included with ☒ or N/A)	**Received** (For Town Use Only)
PRELIMINARY PLAT		☐
☐ **General Submission Requirements for all Applications**		☐
PART A: *The following checklist contains the necessary components that must be identified on the Preliminary Plat Map; Drainage, Grading, and Erosion Control Plans; and the Soil Boring test results.*		
☐ **Existing Conditions Map and Concept Plan, to be provided on or with the Preliminary Plat Map:**		☐
• Total acres, proposed lots and associated acreage identified	☐ N/A	
• Tract boundaries and approximate dimensions, to scale at 1”=200’	☐ N/A	
• Distances and bearings	☐ N/A	
• Identification and location of existing structures	☐ N/A	
• Proposed general street and lot layout	☐ N/A	
- Lot Size	☐ N/A	
- Buildable area for each proposed lot	☐ N/A	
- Driveway location and associated culvert size	☐ N/A	
• Identification of proposed public and private open spaces, and associated acreage	☐ N/A	
• Easements and rights-of-way	☐ N/A	
• Topographic Data. Including the following:	☐ N/A	
- Topography at ten (10) foot contour intervals, unless otherwise stated by the Zoning Administrator	☐ N/A	
- Significant topographic and physical features on the property to be platted and within 200 feet of all property lines	☐ N/A	
- Identification of slopes greater than 20%	☐ N/A	
• Wetland delineation report and map	☐ N/A	
- Type of wetland identified	☐ N/A	
- Determination of private/public waters	☐ N/A	
• Shoreland classifications	☐ N/A	
- Depict ordinary high water mark	☐ N/A	
- Identify 100-year floodplain elevation	☐ N/A	
- Elevation of groundwater	☐ N/A	
☐ **Information to be provided on separate map:**		☐
• Drainage Grading, and Erosion Control Plans	☐ N/A	
• Soil Testing for the installation of an on-site septic disposal system	☐ N/A	
- Map identifying soil types and locations of soil borings	☐ N/A	
PART B: *Inclusions for Concept Plan – Preliminary Plat Review (Please Clearly Check **Yes** or **No** in the following checklist of items to submit for Planning Commission and Town Board review.)*		
☐ • 12 Complete Sets of preliminary plat		☐
Complete sets include:		
- Full size copies of Plat	☐ N/A	
- Road Plans (reviewed by County Hwy Dept., DNR)	☐ N/A	
- Stormwater and Erosion Control Plans (reviewed by County Hwy Dept., DNR)	☐ N/A	
• Narrative statement stating the extent to which the proposed subdividion has been conceived and designed to satisfy and further the Vision Statement and the Intent and Purpose section of the Subdivision Ordinance	☐ N/A	

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	Included (Indicate Included with ☒ or N/A)	**Received** (For Town Use Only)
• Applicable fees with fee schedule and escrow payment	☐ N/A	
• Verification that all landowners adjoining the proposed subdivision have been notified regarding road layout within the subdivision	☐ N/A	
• DOT certification letter if the parcel abuts a state highway	☐ N/A	
• Stormwater calculations	☐ N/A	
• Preliminary soils information (1 boring per 3 acres)	☐ N/A	
• Wetland Delineation, if required, to be reviewed by Town Engineer	☐ N/A	
• NR216 and Chapter 30 require the developer submit permits and plans to DNR if disturbing over 5 acres of land or affecting surface water	☐ N/A	
• Checklists submitted and completed from County Surveyor's Office and Land Water Conservation Office	☐ N/A	
• The applicant shall flag all applicable property/project corners centerline of proposed roads and label the flags accordingly (ex. "Name" NE Corner)	☐ N/A	
FINAL PLAT		☐
PART C: *Inclusions for Final Plat review, to be submitted* ***After*** *Preliminary Plat approval. (Please Clearly Check* ***Yes*** *or* ***No*** *in the following checklist of items to submit for Planning Commission and Town Board review.)*		
• 3 copies of final plat.	☐ N/A	
• Twelve (12) 11" x 17" prints of final plat	☐ N/A	
• Applicable fees and fee schedule	☐ N/A	
• Installation of all required improvements, or an executed Developer's agreement	☐ N/A	
• All improvements inspected and approved by County Engineer	☐ N/A	
• Outlot Statement	☐ N/A	
• Drainage Easement Statement	☐ N/A	
• Separate soil map (11" x 17" or full size) identifying soil test locations on individual lots	☐ N/A	
• Financial guarantee for road construction	☐ N/A	
• Financial Guarantee for storm water and erosion control	☐ N/A	
• Covenants/Deed Restrictions	☐ N/A	
• Checklist submitted and completed from County Surveyor's Office	☐ N/A	