



# Town of WAUKESHA

## CERTIFIED SURVEY MAP (CSM) MINOR LAND DIVISION REQUEST

See Town Code of Ordinances Sections 12-7

Plan Commission Meeting / Public Hearing Date	
Legal Description of Property <i>(Please provide copy of the deed)</i>	
Property Area (Acres)	
Existing Town Zoning District	
Current Use of Property	
Total Number New Lots Created	

**Please submit a Certified Survey Map prepared by a Registered Land Surveyor that complies in all respects with Section 236.34 of Wisconsin Statutes and the design standards and improvement requirements per Sections 12-8 and 12-9 of the Town Code of Ordinances. The Certified Survey Map shall include the following information as required per Section 12-7-2 of the Town Code of Ordinances:**

1. Date of the map.
2. Insert showing map of area with property location.
3. Graphic scale and north arrow.
4. Name, address and daytime phone number of the Owner, Subdivider and Land Surveyor.
5. All existing structures, including square footage and horizontal offset to existing and/or proposed property lines, visible and known wells, watercourses, drainage ditches, existing property lines of abutting property, and other features pertinent to proper division.
6. Name of adjoining streets, highways, parks, cemeteries, subdivisions, ponds, streams, lakes, flowages, and wetlands.
7. Location of the area on the lot where a structure may be built to afford solar access to the rooftop and south wall.
8. Additional setbacks or building lines required by the Town of Waukesha Plan Commission which are more restrictive than the regulations of the zoning district in which the plat is located or which are proposed by the Subdivider and are to be included in recorded protective covenants.
9. Additional setbacks or offsets proposed by the Subdivider which are more restrictive than the regulations of the zoning district in which the plat is located.
10. All lands reserved for future public acquisition.
11. Floodplain limits of the 100-year recurrence interval flood as determined by the federal flood insurance study or other technical document, or where such data is not available, the elevation shall be determined by a Registered Professional Engineer and the sealed documents shall be subject to the review and recommendation of approval of the Town Engineer and the approval of the Town. The contour line lying a vertical distance of two (2) feet above the elevation of the one hundred (100) year recurrence interval flood, or where such data is not available, the elevation shall be determined by a Registered Professional Engineer and the sealed documents shall be subject to the review and recommendation of approval of the Town Engineer and the approval of the Town within the exterior boundaries of the plat.
12. Easements shall be shown on the Certified Survey Map and shall be limited to utility easements, drainage easements, conservation easements, access easements, scenic easements, mineral easements, or air rights easements. Easements shall not be used for the conveyance of street rights-of-way, pedestrian rights-of-way, park or school lands, or other public lands requiring dedication.



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13. Exact length and bearing of the centerline of all streets.
14. Exact street width along the line of any obliquely intersecting street.
15. Railroad rights-of-way within and abutting the plat.
16. A drainage and grading plan for all lots on the map bearing a statement concerning the relation of all drainage swales, ponds, or other facilities. Grading Plan for the proposed land division extending 150 feet from the proposed property lines.
17. Special restrictions required by the Town of Waukesha Plan Commission and any other approving or objecting agency relating to access control along public ways, the provision of planting strips, solar access restrictions, preservation of wetlands, more restrictive yard requirements, or special restrictions for environmentally significant lands.
18. Location, area, depth, and type of the soil absorption waste disposal system for each building site, if applicable.
19. Delineation of all conservancy zoning district lands, wetlands and shoreland/wetlands based on a field staking by the U.S. Army Corps of Engineers, the Wisconsin Department of Natural Resources, the Southeastern Wisconsin Regional Planning Commission, or other agency or firm certified to make such delineation by the Federal Government or the Wisconsin Department of Natural Resources.

**Per Section 12-7-3 of the Town Code of Ordinances, The Town of Waukesha Plan Commission and Board may require that the following additional information be provided when necessary for the proper review and consideration of the map:**

1. Existing contours at vertical intervals of not more than two (2) feet where the slope of the ground surface is less 10 percent, and of not more than five (5) feet where the slopes of the ground surface is 10 percent or more. Elevations shall be marked on such contours based on National Geodetic Vertical Datum (NGVD) of 1929 (mean sea level). The requirement to provide topographic data may be waived if the parcel(s) created are fully developed.
2. Soil type, slope, and boundaries as shown on the detailed operational soil survey maps prepared by the U. S. Soil Conservation Service.
3. Setbacks or building lines required by the Town of Waukesha Plan Commission and Board in accordance with the guidelines set forth in Section 12-8-7 of this Ordinance.
4. Location of Soil Boring Tests. The number of such tests shall be adequate to portray the character of the soil and the depths of bedrock and groundwater from the natural undisturbed surface. To accomplish this purpose, a minimum of one (1) test per three (3) acres shall be made initially. The results of such tests shall be submitted along with the Certified Survey Map.
5. Location of Soil Boring Tests where required by COMM 85 or COMM 83 of the Wisconsin Administrative Code, taken at the location and depth in which soil absorption waste disposal systems are to be installed. The number of such tests initially made shall not be less than one (1) test per three (3) acres. The results of such tests shall be submitted along with the Certified Survey Map.
6. The Town of Waukesha Plan Commission and Board may waive the requirement that the entire area contiguous to the land outlined in the proposed Certified Survey Map owned or controlled by the Subdivider be included on the Certified Survey Map even though only a portion of said area is proposed for immediate development, however, this waiver may only occur when the parcel(s) to be created by a land division is/are 20 acres or more in area and is/are not intended for development.
7. Copy of the Property Deed.