

TOWN OF TAITER
DUNN COUNTY, WISCONSIN

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Colfax, WI 54730

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*Randy Valaske, Chairman Supervisors: Jerry Mrdutt, Justin Albricht, Marty Guarneri, Jeremy Kozumplik
Clerk/Treasurer: Doris Meyer*

LAND DIVISION APPLICATION
(Letter of Intent)

NOTE: Before submitting a Land Division Application, the applicant/agent is encouraged to schedule and attend a Pre-application Consultation with the Tainter Plan Commission. Pre-application Consultation information/requirements can be found under Sections 4.1 and 4.2 of the Tainter Land Division Ordinance. Pre-application Consultations are scheduled as agenda items for Plan Commission meetings. Meetings are normally held the first Tuesday of each month. To meet Town obligations under this ordinance, a complete application must be received no later than 14 days prior to a scheduled Plan Commission Meeting at which action is desired.

Application Date _____

Type of Application (See Town of Tainter Subdivision Ordinance Section 2.5):

Minor Subdivision (Certified Survey Map review, application fee \$150.00)

Major Subdivision (Plat review, application fee \$400.00 + \$10.00 per lot)

Property Location _____ 1/4 _____ 1/4 Section _____ T _____ N-R _____ W

No. of Lots _____ Total Acreage of lots _____ Size of original parcel _____

Name of owner _____ Agent (if not owner) _____

Mailing Address _____ Mailing Address _____

Daytime Phone _____ Daytime Phone _____

Surveyor _____ Daytime Phone _____

Mailing Address _____ Email _____

Current and Proposed Land Use

Describe the present use of the land:

Describe the intended future use of the land:

Existing zoning on and adjacent to the proposed division:

Estimated timetable of development:

Accompanying this application shall be a list of names and addresses of adjacent property owners along with 13 copies of the Sketch Map for Minor Subdivisions or 13 copies of the Preliminary Plat for Major Subdivisions (Town of Tainter Subdivision Ordinance Section 4 required information).

In addition to the application fee above and pursuant to Section 4.7 of the Town of Tainter Land Division Ordinance, the applicant/agent shall reimburse the Town for all engineering, inspection, legal, and administrative costs incurred by the Town of Tainter in reviewing a land division.

Ascribed and agreed to on **(date)** _____

Applicant Signature

Internal Use Only – Minor Subdivisions

Pre-Application Consultation Date _____
(Entered by Town Clerk)

Date Application Received _____
(Entered by Town Clerk)

Sketch Map Review: *Note: The Town Board must approve, conditionally approve, or reject Sketch Maps within 90 days of application receipt.*

Land Use Plan Commission (LUPC)
Sketch Map Review: (LUPC Chair and Town Clerk coordinate date)

LUPC Meeting Date _____

LUPC Recommendation: (Attach accompanying documentation for Conditional Approval or Rejection recommendations)

Approval •
Conditional Approval •
Rejection •

Town Board Sketch Map Review: (Town Clerk determines date)

Board Meeting Date _____

Board Recommendation: (Attach accompanying documentation for Conditional Approval or Rejection decisions)

Approval •
Conditional Approval •
Rejection •

Certified Survey Map (CSM) Review: *Note: The Town Board must approve, conditionally approve, or reject CSM within 60 days of CSM receipt.*

Land Use Plan Commission (LUPC)
CSM Review: (LUPC Chair and Town Clerk coordinate date)

LUPC Meeting Date _____

LUPC Recommendation: (Attach accompanying documentation for Conditional Approval or Rejection recommendations)

Approval •
Conditional Approval •
Rejection •

Town Board CSM Review:
(Town Clerk determines date)

Board Meeting Date _____

Board Recommendation: (Attach accompanying documentation for Conditional Approval or Rejection decisions)

Approval •
Conditional Approval •
Rejection •

Internal Use Only – Major Subdivisions

Pre-Application Consultation Date _____
(Entered by Town Clerk)

Date Application Received _____
(Entered by Town Clerk)

Preliminary Plat Review: *Note: The Town Board must approve, conditionally approve, or reject Preliminary Plat within 90 days of receipt.*

Land Use Plan Commission (LUPC)
Preliminary Plat Review: (LUPC Chair and
Town Clerk coordinate date)

LUPC Meeting Date _____

LUPC Recommendation: (Attach
accompanying documentation for Conditional
Approval or Rejection recommendations)

- Approval •
- Conditional Approval •
- Rejection •

Town Board Preliminary Plat Review:
(Town Clerk determines date)

Board Meeting Date _____

Board Recommendation: (Attach
accompanying documentation for Conditional
Approval or Rejection decisions)

- Approval •
- Conditional Approval •
- Rejection •

Final Plat Review: *Note: The Town Board must approve, conditionally approve, or reject Final Plat within 60 days of receipt.*

Land Use Plan Commission (LUPC)
Final Plat Review: (LUPC Chair and Town Clerk
coordinate date)

LUPC Meeting Date _____

LUPC Recommendation: (Attach
accompanying documentation for Conditional
Approval or Rejection recommendations)

- Approval •
- Conditional Approval •
- Rejection •

Town Board Final Plat Review:
(Town Clerk determines date)

Board Meeting Date _____

Board Recommendation: (Attach
accompanying documentation for Conditional
Approval or Rejection decisions)

- Approval •
- Conditional Approval •
- Rejection •