

TOWN OF TAINTER  
DUNN COUNTY, WISCONSIN

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*Randy Valaske, Chairman Supervisors: Jerry Mrdutt, Kathy Schlough, Jody Albricht, Marty Guarneri  
Clerk/Treasurer: Judith Albricht*

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**SUBDIVISION APPLICATION**  
**(Letter of Intent)**

**NOTE:** Before submitting a Subdivision application, the applicant/agent must schedule and attend a Pre-application Consultation with the Tainter Land Use Plan Commission. Pre-application Consultation information/requirements can be found under Section 4.1 of the Tainter Subdivision Ordinance. Pre-application Consultations are scheduled as agenda items for Land Use 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 4):

Minor Subdivision

Major Subdivision

Name of owner\_\_\_\_\_ Agent (if not owner)\_\_\_\_\_

Mailing Address\_\_\_\_\_ Mailing Address\_\_\_\_\_

Daytime Phone\_\_\_\_\_ Daytime Phone\_\_\_\_\_

Surveyor\_\_\_\_\_ Mailing Address\_\_\_\_\_

Daytime Phone\_\_\_\_\_ Fax\_\_\_\_\_

Property Location\_\_\_\_\_ 1/4\_\_\_\_\_ 1/4 Section\_\_\_\_\_ T\_\_\_\_\_ N-R\_\_\_\_\_ W

No. of Lots\_\_\_\_\_ Total Acreage of lots\_\_\_\_\_ Size of original parcel\_\_\_\_\_

## **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 Subdivision:

Estimated timetable of development:

Accompanying this application shall be a list of names and addresses of adjacent property owners along with 12 copies of the Sketch Map for Minor Subdivisions or 12 copies of the Preliminary Plat for Major Subdivisions (refer to the Town of Tainter Subdivision Ordinance Section 4 required information).

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**Applicant Signature**

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**Date Signed**

**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

**FEES**

Application Fee.....\$ 50.00

In addition to the above application fee and pursuant to Section 4.4 B. of the Town of Tainter Subdivision Ordinance, the applicant/agent shall reimburse the Town for all engineering, inspection, legal, and administrative costs incurred by the Town of Tainter in reviewing Subdivisions.

Ascribed and Agreed to \_\_\_\_\_

Date: \_\_\_\_\_

Subdivision application