

Date Filed _____
Amount Paid _____
Check # _____
Revised 1/1/2010

**VILLAGE OF WESTON
MARATHON COUNTY, WI
APPLICATION FOR
FINAL PLAT REVIEW**



Application # _____ (office use only)

Subdivision Final Plat Review Fees:

- Village Final Plats (first review) 1-20 lots \$300, 21-50 lots \$300, 51 lots and over \$300
- Extraterritorial Review - \$100
- Amended or Revised Final Plats - \$100 each revision

Final plat may constitute a portion of the approved preliminary plat. A final plat may constitute only a portion of the approved preliminary plat provided that the public improvements to be constructed in the area covered by the plat are sufficient by and of themselves to accomplish a proper development and to provide adequately for the health, safety and convenience of the proposed residents and for adequate access to contiguous areas.

One complete set of 11 by 17 size plans and one pdf set of complete plans are needed for the initial staff final plat review. This completed application, completed final plat review checklist, and drawing/s that meet all ordinance requirements are required for project to be added to Plan Commission Agenda.

1. Subdivision name: _____
(Note: name is subject to approval by the Board & should be cleared with the Plan Commission prior to submission of plat)

Description of blocks and lots included on the plat: _____

2. Location of subdivision (by government lot, section, township, range and county):

3. Name and date of approval for the preliminary plat upon which the final plat is based:
Name: _____
Date of approval: _____

4. Current zoning classification of the property: _____

5. Total Number of Lots and or parcels included on the plat: _____
6. Total area shown on the plat, including streets: _____
7. Total area dedicated to public use. If none write NONE: _____
8. Existing or proposed covenants (Specify or include copy of covenants). If none write NONE:

9. Applicant: _____ Telephone: _____
 Address: _____
 Email Address: _____
10. Owner: _____ Telephone: _____
 Address: _____
 Email Address: _____
11. Applicant is (Check one): Owner () Agent () Other () _____
 (If Applicant is not the owner, provide letter of Authorization from Owner) (Specify)
12. Surveyor: _____ Telephone: _____
 Address: _____
 Email Address: _____

Please note that per Section 74.123 (d) of Village of Weston Ordinances, parkland dedication fees apply to all new lots created for residential development. A bill for this fee will be sent to you if your final plat is approved. This fee must be paid in full prior to the Village releasing your signed final plat to you for recording at the Marathon County Register of Deeds.

Single Family	\$244 per lot
Duplex	\$446 per lot
Multi-Family	
1 bedroom	\$138 per unit
2 bedroom	\$204 per unit
3 or more bedrooms	\$244 per unit

NOTE: The Plan Commission decision is only a recommendation to the Village Board. All final plats require action by the Village Board to become effective.

Please note that a copy of the recorded plat with Marathon County Register of Deeds must be provided to the Village after recording for our records.

I hereby depose and say that all the above statements and all accompanying statements and drawings are correct and true.

Signature of Applicant

Date

.....
For office use only:

Application # of Preliminary Plat approval: _____

Plan Commission Approval/Denial Date: _____

Recommendation of the Village Plan Commission: _____

Forwarded to the Village Board Date: _____

Recommendation of the Village Board: _____

Final Plat: (Adopted / Denied) Date: _____

Village President



VILLAGE OF WESTON FINAL PLAT REVIEW CHECKLIST

THE FOLLOWING INFORMATION IS REQUIRED TO BE INCLUDED WITH THE FINAL PLAT SUBMITTAL PRIOR TO STAFF REVIEW AND PLACEMENT OF THE PROJECT ON THE PLANNING COMMISSION MEETING AGENDA. FOR ITEMS THAT ARE NON-APPLICABLE TO YOUR PROJECT, CLEARLY MARK WITH A "N/A" IN FRONT OF THE BOX. ALL BOXES MUST BE CHECKED OR MARKED WITH "N/A" FOR STAFF TO ACCEPT THE SUBMITTAL.

PROJECT NAME: _____ SUBMITTAL DATE: _____

PROJECT CONTACT PERSON _____

PHONE #: _____ FAX #: _____

ADDRESS: _____ EMAIL ADDRESS _____

- COMPLETED FINAL PLAT REVIEW APPLICATION & SUBMITTED PAYMENT
- ONE 11X17" SET OF DRAWINGS & PDF OF ALL PLANS/DOCUMENT HAVE BEEN SUBMITTED

EACH PLAT SHALL SHOW CORRECTLY ON ITS FACE THE FOLLOWING INFORMATION:

MAP AND ENGINEERING INFORMATION

- DATE SCALE AND NORTH POINT *(SCALE NOT MORE THAN 100 FEET TO THE INCH)*
- PROPOSED SUBDIVISION NAME *(MUST BE SAME AS THAT SPECIFIED IN APPLICATION)*
- EXTERIOR BOUNDARIES OF THE LAND SURVEYED & DIVIDED WITH DIMENSIONS CLEARLY LABELED
- ALL MONUMENTS ERECTED, CORNERS & OTHER POINTS ESTABLISHED IN THE FIELD IN THEIR PROPER PLACES.
 - MATERIAL OF WHICH THE MONUMENTS, CORNERS OR OTHER POINTS ARE MADE SHALL BE NOTED AT THE REPRESENTATION OR BY LEGEND, EXCEPT LOT CORNERS NEED TO BE SHOWN.
 - THE LEGEND FOR METAL MONUMENTS SHALL INDICATE THE KIND OF METAL, THE DIAMETER, LENGTH & WEIGHT PER LINEAL FOOT OF MONUMENTS.
- EXACT LENGTH AND BEARING OF THE EXTERIOR BOUNDARIES, THE BOUNDARY LINES OF ALL BLOCKS, PUBLIC GROUNDS, STREETS & ALLEYS, AND ALL LOT LINES; *(EXCEPT THAT WHEN THE LINES IN ANY TIER OF LOTS ARE PARALLEL IT SHALL BE SUFFICIENT TO MARK THE BEARINGS OF THE OUTER LINES ON ONE TIER.)*

- EASEMENTS SHALL BE SHOWN BY CENTERLINE AND WIDTH
- BLOCKS, IF DESIGNATED, SHALL BE CONSECUTIVELY NUMBERED, OR LETTERED IN ALPHABETICAL ORDER
- BLOCKS IN NUMBERED ADDITIONS TO SUBDIVISIONS BEARING THE SAME NAME SHALL BE NUMBERED OR LETTERED CONSECUTIVELY THROUGH THE SEVERAL ADDITIONS.
- ALL LOTS IN EACH BLOCK MUST BE CONSECUTIVELY NUMBERED.
- OUTLOTS SHALL BE LETTERED IN ALPHABETICAL ORDER. IF BLOCKS ARE NUMBERED OR LETTERED, OUTLOTS SHALL BE LETTERED IN ALPHABETICAL ORDER WITHIN EACH BLOCK.
- EXACT WIDTH OF ALL EASEMENTS, STREETS AND ALLEYS
- ALL LAKE OR STREAM SHORE MEANDER LINES HAVE BEEN ESTABLISHED BY THE SURVEYOR IN ACCORDANCE WITH SECTION 74.117 (THEIR DISTANCE & BEARINGS, & THE DISTANCE BETWEEN THE POINT OF INTERSECTION OF SUCH MEANDER LINES WITH LOT LINES & THE ORDINARY HIGH WATER MARK.
- CENTERLINES OF ALL STREETS CLEARLY LABELED
- NUMBER OF DEGREES & MINUTES IN ALL EXTERIOR BOUNDARY & BLOCK ANGLES. *(WHEN SUCH ANGLES ARE BETWEEN A CURVE AND ITS TANGENT, THE ANGLE SHOWN SHALL BE THAT BETWEEN THE TANGENT & THE MAIN CHORD OF THE CURVE. WHEN BETWEEN CURVES OF DIFFERENT RADII, THE ANGLE SHOWN SHALL BE THAT BETWEEN THE MAIN CHORDS.)*
- WHEN A STREET IS ON A CIRCULAR CURVE, THE MAIN CHORDS OF THE RIGHT-OF-WAY LINES SHALL BE DRAWN AS DOTTED LINES IN THEIR PROPER PLACES; AND EITHER ON THEM, OR IN AN ADJOINING TABLE, SHALL BE NOTED THEIR BEARINGS AND LENGTHS, THE RADIUS OF THE CIRCLE OF WHICH THE CURVE IS A PART, THE CENTRAL ANGLE SUBTENDED AND THE TANGENT BEARING AT EITHER THE POINT OF CURVE OR POINT OF TANGENCY. THE LOT LINES MAY BE SHOWN IN THE SAME MANNER OR BY BEARINGS AND DISTANCES. WHEN A CIRCULAR CURVE OF 30-FOOT RADIUS OR LESS IS USED TO ROUND OFF THE INTERSECTION BETWEEN TWO STRAIGHT LINES, IT SHALL BE TANGENT TO BOTH STRAIGHT LINES; IT SHALL BE SUFFICIENT TO SHOW ON THE PLAT THE RADIUS OF THE CURVE AND THE TANGENT DISTANCES FROM THE POINTS OF CURVATURE TO THE POINT OF INTERSECTION OF THE STRAIGHT LINES.

NAME, LOCATION AND POSITION

- NAME OF THE SUBDIVISION PRINTED ON THE PLAT IN PROMINENT LETTERS
- THE LOCATION OF THE SUBDIVISION BY GOVERNMENT LOT, RECORDED PRIVATE CLAIM, QUARTER SECTION, SECTION, TOWNSHIP, RANGE AND COUNTY NOTED IMMEDIATELY UNDER THE NAME GIVEN THE SUBDIVISION.

- THE EXACT LOCATION OF THE SUBDIVISION INDICATED BY DISTANCES AND BEARINGS WITH REFERENCE TO A CORNER OR CORNERS ESTABLISHED IN THE U.S. PUBLIC LAND SURVEY.
- A SMALL DRAWING OF THE SECTION OR GOVERNMENTAL SUBDIVISION OF THE SECTION IN WHICH THE SUBDIVISION LIES, WITH THE LOCATION OF THE SUBDIVISION INDICATED ON THE DRAWING. THIS DRAWING SHALL BE ORIENTED ON THE SHEET IN THE SAME DIRECTION AS THE MAIN DRAWING.
- WHERE PROVISIONS ARE MADE FOR ACCESS FROM ANY LAKE OR STREAM, THE PLAT SHALL SHOW THE AREA OVER WHICH ACCESS IS PROVIDED TO THE LAKE OR STREAM, TOGETHER WITH A SMALL-SCALE DRAWING CLEARLY INDICATING THE LOCATION OF THE SUBDIVISION IN RELATION TO THE LAKE OR STREAM AND THE LOCATION OF THE AREA OVER WHICH ACCESS IS PROVIDED.
- THE NAMES OF ADJOINING STREETS, STATE HIGHWAYS AND SUBDIVISIONS SHOWN IN THEIR PROPER LOCATION AND UNDERSCORED BY A DOTTED LINE.
- ABUTTING STREET AND STATE HIGHWAY LINES OF ADJOINING PLATS SHOWN IN THEIR PROPER LOCATION BY DOTTED LINES. THE WIDTH OF THESE STREETS AND HIGHWAYS SHALL BE GIVEN ALSO.

ROADS AND PUBLIC SPACES

- THE NAME OF EACH ROAD OR STREET IN THE PLAT SHALL BE PRINTED IN PROMINENT LETTERS.
- ALL LANDS DEDICATED TO PUBLIC USE EXCEPT ROADS AND STREETS SHALL BE CLEARLY MARKED "DEDICATED TO THE PUBLIC."
- ALL ROADS OR STREETS SHOWN ON THE PLAT NOT DEDICATED TO PUBLIC USE SHALL BE CLEARLY MARKED "PRIVATE ROAD" OR "PRIVATE STREET" OR "PRIVATE WAY."

SITE CONDITIONS AND TOPOGRAPHY

- ALL EXISTING BUILDINGS
- ALL WATERCOURSES, DRAINAGE DITCHES AND OTHER EXISTING FEATURES PERTINENT TO PROPER SUBDIVISION.
- THE WATER ELEVATIONS OF ADJOINING LAKES, RIVERS OR STREAMS AT THE DATE OF THE SURVEY AND THE APPROXIMATE HIGH AND LOW WATER ELEVATIONS OF SUCH LAKES, RIVERS AND STREAMS. ALL ELEVATIONS SHALL BE REFERRED TO THE VILLAGE DATUM PLANE.

REQUIRED CERTIFICATES – SURVEYOR'S CERTIFICATE

- CERTIFICATE LETTERED OR PRINTED LEGIBLY WITH BLACK DURABLE INK OR TYPED LEGIBLY WITH BLACK RIBBON

- BY WHOSE DIRECTION THE SURVEYOR MADE THE SURVEY, SUBDIVISION AND PLAT OF THE LAND DESCRIBED ON THE PLAT.

- A CLEAR AND CONCISE DESCRIPTION OF THE LAND SURVEYED, DIVIDED AND MAPPED BY GOVERNMENT LOT, RECORDED PRIVATE CLAIM, QUARTER SECTION, SECTION, TOWNSHIP, RANGE AND COUNTY; AND BY METES AND BOUNDS COMMENCING WITH SOME CORNER MARKED AND ESTABLISHED BY THE U.S. PUBLIC LAND SURVEY; OR IF SUCH LAND IS LOCATED IN A RECORDED SUBDIVISION OR RECORDED ADDITION, BY THE NUMBER OR OTHER DESCRIPTION OF THE LOT, BLOCK OR SUBDIVISION, WHICH HAS PREVIOUSLY BEEN TIED TO A CORNER MARKED AND ESTABLISHED BY THE U.S. PUBLIC LAND SURVEY.

- A STATEMENT THAT THE PLAT IS A CORRECT REPRESENTATION OF ALL THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE SUBDIVISION OF IT.

- A STATEMENT THAT THE SURVEYOR HAS FULLY COMPLIED WITH THE PROVISION OF THIS CHAPTER AND WIS. STATS. CH. 236 IN SURVEYING, DIVIDING AND MAPPING THE LAND.

REQUIRED CERTIFICATES – OWNERS CERTIFICATE

- A CERTIFICATE BY THE OWNER OF THE SUBDIVIDED LAND SHALL ACCOMPANY THE PLAT AND SHALL TAKE, SUBSTANTIALLY, THE FOLLOWING FORM: "AS OWNER, I HEREBY CERTIFY THAT I CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTAED ON THE PLAT. I ALSO CERTIFY THAT THIS PLAT IS REQUIRED BY WIS. STATS. SEC. 236.10 OR 236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: (LIST OF GOVERNING BODIES REQUIRED TO APPROVE OR ALLOWED TO OBJECT TO THE PLAT)." THIS CERTIFICATE SHALL BE SIGNED BY THE OWNER, THE OWNER'S SPOUSE, AND ALL PERSONS HOLDING AN INTEREST IN THE FEE OF RECORD OR BY BEING IN POSSESSION, AND, IF THE LAND IS MORTGAGED, BY THE MORTGAGEE OF RECORD.

- IN ADDITION TO THE CERTIFICATE REQUIRED IN SUBSECTION (D)(2)A. OF THIS SECTION, THE OWNER MAY BE REQUIRED TO FURNISH AN ABSTRACT OF TITLE CERTIFIED TO DATE OF SUBMISSION FOR APPROVAL OR, AT THE OPTION OF THE OWNER, A POLICY OF TITLE INSURANCE OR CERTIFICATE OF TITLE FROM AN ABSTRACT COMPANY FOR EXAMINATION IN ORDER TO ASCERTAIN WHETHER ALL PARTIES IN INTEREST HAVE SIGNED THE OWNER'S CERTIFICATE ON THE PLAT.

- THERE SHALL BE A CERTIFCATE OF THE VILLAGE CLERK/TREASURER AND A CERTIFICATE OF THE TREASURER OF THE COUNTY STATING THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LANDS INCLUDED IN THE PLAT.