

Town of Buchanan
Outagamie County, WI
Application for Minor Land Division

Applicant (Subdivider) Name:	
Applicant (Subdivider) Address:	
Applicant Telephone:	
Landowner Name:	
Location (e.g. address and/or section number, general description):	
Location and amount of required preserved open space (minimum 50% of parcel):	
Anticipated Timeframe for Project completion:	

When submitting the required Certified Survey Map for a Minor Land Division, all items required in Article IV of the Town of Buchanan Land and Subdivision Ordinance must be submitted. These items are in addition to all information required on the Sketch Plan, but with accurate dimensions and locations for all required information listed on the Sketch Plan Application Form.

An owner's certificate and approval signature of the Town of Buchanan Chairperson and Clerk after approval by the Town Plan Commission in accordance with Chapter 236.21(3) Wisconsin Statutes, shall be the only approvals required for recording unless additional approvals are necessary for dedication purposes.

Applicant Signature & Date:	
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Town of Buchanan
Outagamie County, WI

Application for Sketch Plan for Subdivision

Applicant (Subdivider) Name:	
Applicant (Subdivider) Address:	
Applicant Telephone:	
Landowner Name:	
Location (e.g. address and/or section number, general description):	
Anticipated Timeframe for Project completion:	
Applicant Signature & Date:	

When submitting the required Sketch Plan, the following items must be provided in accordance with Article III of the Town of Buchanan Land and Subdivision Ordinance on the Sketch Plan. Failure to provide required information may delay application review.

YES NO

GENERAL:

- ___ ___ Legal description & parcel number.
- ___ ___ Total Site Acreage.
- ___ ___ Company, and Seal of Professional (if applicable).
- ___ ___ Name of Subdivision Plat (if applicable).
- ___ ___ Proposed Road Names (if any).
- ___ ___ Date, north arrow, scale and reference to the nearest Township Section Corner.

EXISTING SITE CHARACTERISTICS:

- ___ ___ Location of existing & proposed drainage ditches, wells, sewerage systems/tanks, drives, driveways, & other features pertinent to the land division.
- ___ ___ Location of land cover types, such as woodlands, wetlands, farmlands, etc.
- ___ ___ General location of any slopes of 12% or greater.
- ___ ___ Approximate location & type of existing & proposed buildings/structures & uses.
- ___ ___ Identification of existing stands of trees to be preserved & removed.
- ___ ___ Existing/proposed roads, utilities, and structures.

PROPOSED PARCEL INFORMATION:

- ___ ___ Estimated area for each new parcel to be created.
- ___ ___ Location and amount of preserved open space (if conservation subdivision)

Town of Buchanan
Outagamie County, WI
Concept Plat Application for Conservation Design Subdivision

This application shall be completed and submitted after a Sketch Plan has been submitted and approved by the Town of Buchanan.

Applicant Name:	
Applicant Address:	
Applicant Telephone:	
Landowner Name:	
Location (e.g. address and/or section number, general description):	
Anticipated Timeframe for Project completion:	

This application shall be submitted three (3) copies of a concept plat (e.g. conceptual development plan) in accordance with Article V of the Town of Buchanan Land and Subdivision Ordinance at a scale of one inch equals 200 feet, including of all the contiguous lands in which the applicant has legal or equitable interest. At a minimum the following shall be illustrated:

YES NO

- | | | |
|-----|-----|---|
| ___ | ___ | Topographic mapping at not less than two-foot contour interval. |
| ___ | ___ | Soil characteristics or interpretations secured from detailed soil maps prepared by the USDA, Soil Conservation Service (SCS) and/or monitoring borings data. |
| ___ | ___ | The limits of woodland cover and wetlands on the entire parcel. |
| ___ | ___ | Location of lakes, ponds, streams, or kettles, standing water and designated floodplains on the parcel. |
| ___ | ___ | Areas of steep or severe slope conditions, high water table conditions, potential drainage and erosion problems. |
| ___ | ___ | Existing and proposed access from the parcel to adjacent streets, roads, or Properties. |
| ___ | ___ | Proposed street location and width. |
| ___ | ___ | Proposed parcels including size to the nearest one-tenth acre. |
| ___ | ___ | Any other pertinent information useful to the Subdivider and Plan Commission in their determination of developability of the parcel. |
| ___ | ___ | Environmental corridors which shall be delineated on the sketch plan; and |
| ___ | ___ | Development Yield Calculation (refer to back of this application). |

DEVELOPMENT YIELD CALCULATION

- (1) Calculate the Gross Tract Area (GTA). This shall be the total acreage of the property.
GTA: _____ acres
- (2) Calculate Primary Conservation Areas (PCA). This acreage shall be determined using the following criteria. The data supplied within this calculation shall be substantiated with sufficient plans and data.
- (a) All lands located within existing street Right-of-Ways: _____ acres
 - (b) All lands located within existing Utility and Railway Right-of-Ways: _____ acres
 - (c) All lands located within floodplain: _____ acres
 - (d) All lands within environmentally sensitive areas _____ acres
 - (e) All lands located within wetlands: _____ acres
 - (f) All of the land area having slopes 12% or greater: _____ acres
- PCA (sum of a through f)** _____ acres
- (3) Calculation of Adjusted Tract Area (ATA). The ATA shall equal the GTA minus the PCA.
ATA: _____ acres
- (4) Calculation of Secondary Conservation Areas (SCA). The SCA shall include, but is not necessarily limited to:
- (a) Stream corridors within one hundred (100) feet of the ordinary high-water mark: _____ acres
 - (b) Environmental corridors: _____ acres
 - (c) Critical wildlife habitat: _____ acres
 - (d) Unique natural features, which may include hills, knolls, depressions, rock outcroppings, and others: _____ acres
 - (e) Existing fencelines: _____ acres
 - (f) Historic structures: _____ acres
 - (g) Scenic views.
 - (h) Other unique features as may be identified by the Plan Commission.
- SCA:** _____ acres
- (5) Calculation of Net Development Area (NDA). The NDA shall be a maximum of sixty percent (60%) of the GTA. If the NDA is less than sixty percent (60%) of the site, the Plan Commission and Town Board may allow the NDA to be increased to sixty percent (60%).
NDA: _____ acres
- (6) Calculation of Permitted Dwelling Units (PDU). The maximum number of permitted dwelling units in a conservation subdivision shall equal the NDA multiplied by 2, providing that no lot is smaller than 22,000 sq ft (1/2-acre) unless otherwise approved by the Plan Commission. If the calculation of PDU results in a figure ending in .5 or greater, it shall be rounded up to the next whole number. If the calculation of PDU results in a figure ending in .4 or lower, it shall be rounded down to the next whole number.
PDU: _____

Applicant Signature & Date:	
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Town of Buchanan
Outagamie County, WI
Preliminary Plat Application for Conservation Design Subdivision

This application shall be completed and submitted after a Pre-Preliminary Plat has been submitted and approved by the Town of Buchanan.

Applicant Name:	
Applicant Address:	
Applicant Telephone:	
Landowner Name:	
Location (e.g. address and/or section number, general description):	
Anticipated Timeframe for Project completion:	

This application shall be submitted with fifteen (15) copies of a preliminary plat on paper no smaller than 22" x 30" and one (1) copy of the preliminary plat on either 8.5" x 11", 8.5" x 14, or 11" x 17" paper in accordance with Article V of the Town of Buchanan Land Division and Subdivision Ordinance. The application shall include all of the following:

YES NO

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | A map of sufficient scale showing the boundaries of the property being considered for division. |
| <input type="checkbox"/> | <input type="checkbox"/> | General parcel layout as proposed. |
| <input type="checkbox"/> | <input type="checkbox"/> | The proposed subdivision name. This name shall not duplicate the name of any Plat previously recorded in Outagamie County. A subtitle of "County Plat" shall be required for all County Plats. |
| <input type="checkbox"/> | <input type="checkbox"/> | Owners name, along with Volume and Page of the instrument that shows title to the Platted area. The Volume and Page of the affected property may be shown on the map, in the Surveyor's Certificate, on the Preliminary Plat, or in the Owner's Certificate. |
| <input type="checkbox"/> | <input type="checkbox"/> | Volume and Page or platted status (i.e. State or County Plat by name and parcel number, CSM by volume, page and parcel number) of adjoining lands. |
| <input type="checkbox"/> | <input type="checkbox"/> | Radius of all curves. |
| <input type="checkbox"/> | <input type="checkbox"/> | Proposed and existing road(s) showing road name and right angle width. |
| <input type="checkbox"/> | <input type="checkbox"/> | Proposed and existing roads shall be dedicated as required in Article VIII. |
| <input type="checkbox"/> | <input type="checkbox"/> | Public areas to be dedicated, identified as "dedicated to the public." |
| <input type="checkbox"/> | <input type="checkbox"/> | Floodplain, wetland and shoreland boundaries. Source of the data shall be identified. |
| <input type="checkbox"/> | <input type="checkbox"/> | Locations of existing buildings, watercourses, drainage ditches, fences and any other pertinent features. |
| <input type="checkbox"/> | <input type="checkbox"/> | Locations and names of adjoining parks, cemeteries, subdivisions, ponds, streams, lakes and flowages. |
| <input type="checkbox"/> | <input type="checkbox"/> | Any proposed lake or stream access or any proposed lake or stream |

- _____ improvement or relocation.
- _____ The name & address of the surveyor & Subdivider placed on the face of the Plat.
- _____ Report on Soil Borings and Percolation Tests. Locations of borings may be required to be shown on the face of the map.
- _____ A general description of all property owned and controlled by the Subdivider contiguous to the proposed land division.
- _____ An area development plan for future use may be required if proposed development in some way affects adjoining lands.
- _____ Road name application must be submitted to the LIS division for approval for any road names (i.e. new, extension, private etc...).
- _____ Dimensions of all parcels, together with proposed parcel and block numbers.
- _____ Development Yield Calculation (refer to back of this application).

DEVELOPMENT YIELD CALCULATION

- (1) Calculate the Gross Tract Area (GTA). This shall be the total acreage of the property.

GTA: _____ acres

- (2) Calculate Primary Conservation Areas (PCA). This acreage shall be determined using the following criteria. The data supplied within this calculation shall be substantiated with sufficient plans and data.
 - (g) All lands located within existing street Right-of-Ways: _____ acres
 - (h) All lands located within existing Utility and Railway Right-of-Ways: _____ acres

 - (i) All lands located within floodplain: _____ acres
 - (j) All lands within environmentally sensitive areas _____ acres
 - (k) All lands located within wetlands: _____ acres
 - (l) All of the land area having slopes 12% or greater: _____ acres

PCA (sum of a through f) _____ acres

- (3) Calculation of Adjusted Tract Area (ATA). The ATA shall equal the GTA minus the PCA.

ATA: _____ acres

- (4) Calculation of Secondary Conservation Areas (SCA). The SCA shall include, but is not necessarily limited to:
 - (i) Stream corridors within one hundred (100) feet of the ordinary high-water mark: _____ acres
 - (j) Environmental corridors: _____ acres
 - (k) Critical wildlife habitat: _____ acres
 - (l) Unique natural features, which may include hills, knolls, depressions, rock outcroppings, and others: _____ acres
 - (m) Existing fencelines: _____ acres
 - (n) Historic structures: _____ acres
 - (o) Scenic views.
 - (p) Other unique features as may be identified by the Plan Commission.

SCA: _____ acres

- (5) Calculation of Net Development Area (NDA). The NDA shall be a maximum of sixty percent (60%) of the GTA. If the NDA is less than sixty percent (60%) of the site, the Plan Commission and Town Board may allow the NDA to be increased to sixty percent (60%).

NDA: _____ acres

- (6) Calculation of Permitted Dwelling Units (PDU). The maximum number of permitted dwelling units in a conservation subdivision shall equal the NDA multiplied by 2, providing that no lot is smaller than 22,000 sq ft (1/2-acre) unless otherwise approved by the Plan Commission. If the calculation of PDU results in a figure ending in .5 or greater, it shall be rounded up to the next whole number. If the calculation of PDU results in a figure ending in .4 or lower, it shall be rounded down to the next whole number.

PDU: _____

Applicant Signature & Date:	
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Town Approval:	Town Board Chair Signature: Date:
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Town of Buchanan
Outagamie County, WI
Final Plat Application for Conservation Design Subdivision

This application shall be completed and submitted after a Preliminary Plat has been submitted and approved by the Town of Buchanan.

Applicant Name:	
Applicant Address:	
Applicant Telephone:	
Landowner Name:	
Location (e.g. address and/or section number, general description):	
Anticipated Timeframe for Project completion:	

This application shall be submitted with fifteen (15) copies of a final plat on paper no smaller than 22" x 30" and one (1) copy of the final plat on either 8.5" x 11", 8.5" x 14, or 11" x 17" paper in accordance with Article V of the Town of Buchanan Land Division and Subdivision Ordinance. In addition to the requirements of the Preliminary Plat and §236 Wisconsin Statutes the Final Plat submitted shall include the following:

YES NO

- | | | |
|-----|-----|---|
| ___ | ___ | A clear and concise legal description that exactly matches the bearings and distances shown on the map. |
| ___ | ___ | Area of each parcel shown in square feet (nearest square foot) and acres. |
| ___ | ___ | All curve data. |
| ___ | ___ | Building setback lines shall be shown or noted on the face of the map. |
| ___ | ___ | Lands reserved for the common use of the property owners within the subdivision. |
| ___ | ___ | The ownership of these common lands shall be shown and described. These lands shall be established as outlots. |
| ___ | ___ | Proposed deed and Plat restrictions. |
| ___ | ___ | It shall be required that on sheet one of the Plat that a pre designed recording block be available for the Register of Deeds to be placed on the Plat for recording information. |
| ___ | ___ | Show arc distances on the face of the map |
| ___ | ___ | Development Yield Calculation (refer to back of this application). |

DEVELOPMENT YIELD CALCULATION

- (1) Calculate the Gross Tract Area (GTA). This shall be the total acreage of the property.
GTA: _____ acres
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 - (q) All lands located within wetlands: _____ acres
 - (r) All of the land area having slopes 12% or greater: _____ acres
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- (q) Stream corridors within one hundred (100) feet of the ordinary high-water mark: _____ acres
 - (r) Environmental corridors: _____ acres
 - (s) Critical wildlife habitat: _____ acres
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 - (u) Existing fencelines: _____ acres
 - (v) Historic structures: _____ acres
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PDU: _____

Applicant Signature & Date:	
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Town Approval:	Town Board Chair Signature: Date:
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Town of Buchanan
Outagamie County, WI
Concept Plat Application for Conventional Design Subdivision

This application shall be completed and submitted after a Sketch Plan has been submitted and approved by the Town of Buchanan.

Applicant Name:	
Applicant Address:	
Applicant Telephone:	
Landowner Name:	
Location (e.g. address and/or section number, general description):	
Anticipated Timeframe for Project completion:	

This application shall be submitted three (3) copies of a concept plat (e.g. conceptual development plan) in accordance with Article V of the Town of Buchanan Land and Subdivision Ordinance at a scale of one inch equals 200 feet, including of all the contiguous lands in which the applicant has legal or equitable interest. At a minimum the following shall be illustrated:

YES NO

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Topographic mapping at not less than two-foot contour interval; |
| <input type="checkbox"/> | <input type="checkbox"/> | Soil characteristics or interpretations secured from detailed soil maps prepared by the USDA, Soil Conservation Service (SCS) and/or monitoring borings data; |
| <input type="checkbox"/> | <input type="checkbox"/> | The limits of woodland cover and wetlands on the entire parcel; |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of lakes, ponds, streams, or kettles, standing water and designated floodplains on the parcel; |
| <input type="checkbox"/> | <input type="checkbox"/> | Areas of steep or severe slope conditions, high water table conditions, potential drainage and erosion problems; |
| <input type="checkbox"/> | <input type="checkbox"/> | Existing and proposed access from the parcel to adjacent streets, roads, or properties; |
| <input type="checkbox"/> | <input type="checkbox"/> | Proposed street location and width; |
| <input type="checkbox"/> | <input type="checkbox"/> | Proposed parcels including size to the nearest one-tenth acre; |
| <input type="checkbox"/> | <input type="checkbox"/> | Any other pertinent information useful to the Subdivider and Plan Commission in their determination of developability of the parcel; |
| <input type="checkbox"/> | <input type="checkbox"/> | Environmental corridors which shall be delineated on the sketch plan. |

Applicant Signature & Date:	
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Town of Buchanan
Outagamie County, WI
Preliminary Plat Application for Conventional Design Subdivision

This application shall be completed and submitted after a Pre-Preliminary Plat has been submitted and approved by the Town of Buchanan.

Applicant Name:	
Applicant Address:	
Applicant Telephone:	
Landowner Name:	
Location (e.g. address and/or section number, general description):	
Anticipated Timeframe for Project completion:	

This application shall be submitted with fifteen (15) copies of a preliminary plat on paper no smaller than 22" x 30" and one (1) copy of the preliminary plat on either 8.5" x 11", 8.5" x 14, or 11" x 17" paper in accordance with Article V of the Town of Buchanan Land Division and Subdivision Ordinance. The application shall include all of the following:

YES NO

- ___ ___ A map of sufficient scale showing the boundaries of the property being considered for division.
- ___ ___ General parcel layout as proposed.
- ___ ___ The proposed subdivision name. This name shall not duplicate the name of any Plat previously recorded in Outagamie County. A subtitle of "County Plat" shall be required for all County Plats.
- ___ ___ Owners name, along with Volume and Page of the instrument that shows title to the Platted area. The Volume and Page of the affected property may be shown on the map, in the Surveyor's Certificate, on the Preliminary Plat, or in the Owner's Certificate.
- ___ ___ Volume and Page or platted status (i.e. State or County Plat by name and parcel number, CSM by volume, page and parcel number) of adjoining lands.
- ___ ___ Radius of all curves.
- ___ ___ Proposed and existing road(s) showing road name and right angle width.
- ___ ___ Proposed and existing roads shall be dedicated as required in Article VIII.
- ___ ___ Public areas to be dedicated, identified as "dedicated to the public."
- ___ ___ Floodplain, wetland and shoreland boundaries. Source of the data shall be identified.
- ___ ___ Locations of existing buildings, watercourses, drainage ditches, fences and any other pertinent features.

- ____ ____ Locations and names of adjoining parks, cemeteries, subdivisions, ponds, streams, lakes and flowages.
- ____ ____ Any proposed lake or stream access or any proposed lake or stream improvement or relocation.
- ____ ____ The name & address of the surveyor & Subdivider placed on the face of the Plat.
- ____ ____ Report on Soil Borings and Percolation Tests. Locations of borings may be required to be shown on the face of the map.
- ____ ____ A general description of all property owned and controlled by the Subdivider contiguous to the proposed land division.
- ____ ____ An area development plan for future use may be required if proposed development in some way affects adjoining lands.
- ____ ____ Road name application must be submitted to the LIS division for approval for any road names (i.e. new, extension, private etc...).
- ____ ____ Dimensions of all parcels, together with proposed parcel and block numbers.

Applicant Signature & Date:	
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Town Approval:	Town Board Chair Signature: Date:
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Town of Buchanan
Outagamie County, WI
Final Plat Application for Conventional Design Subdivision

This application shall be completed and submitted after a Preliminary Plat has been submitted and approved by the Town of Buchanan.

Applicant Name:	
Applicant Address:	
Applicant Telephone:	
Landowner Name:	
Location (e.g. address and/or section number, general description):	
Anticipated Timeframe for Project completion:	

This application shall be submitted with fifteen (15) copies of a final plat on paper no smaller than 22" x 30" and one (1) copy of the final plat on either 8.5" x 11", 8.5" x 14, or 11" x 17" paper in accordance with Article V of the Town of Buchanan Land Division and Subdivision Ordinance. In addition to the requirements of the Preliminary Plat and §236 Wisconsin Statutes the Final Plat submitted shall include the following:

YES NO

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | A clear and concise legal description that exactly matches the bearings and distances shown on the map. |
| <input type="checkbox"/> | <input type="checkbox"/> | Area of each parcel shown in square feet (nearest square foot) and acres. |
| <input type="checkbox"/> | <input type="checkbox"/> | All curve data. |
| <input type="checkbox"/> | <input type="checkbox"/> | Building setback lines shall be shown or noted on the face of the map. |
| <input type="checkbox"/> | <input type="checkbox"/> | Lands reserved for the common use of the property owners within the subdivision. The ownership of these common lands shall be shown and described. These lands shall be established as outlots. |
| <input type="checkbox"/> | <input type="checkbox"/> | Proposed deed and Plat restrictions. |
| <input type="checkbox"/> | <input type="checkbox"/> | It shall be required that on sheet one of the Plat that a pre designed recording block be available for the Register of Deeds to be placed on the Plat for recording information. |
| <input type="checkbox"/> | <input type="checkbox"/> | Show arc distances on the face of the map. |

Applicant Signature & Date:	
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Town Approval:	Town Board Chair Signature: Date:
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