

Town of Hortonia - Outagamie County, Wisconsin
APPLICATION for
CONVENTIONAL FINAL PLAT

NOTE: Prior to the filing of an application for the approval of a final plat, the subdivider shall first inform the Town Clerk of the subdivider's plans and then consult with the Town in order to obtain advice and assistance. The information included below and on the following pages must be provided in accordance with Town of Hortonia Subdivision Ordinance Title 14 of the Town Code and State statutes and as necessary to permit review that is consistent with proper planning practice. The Town shall not place any items on the agenda for Plan Commission consideration until such time as the application is complete in accordance with all requirements specified on this and other attached application forms.

Date: _____

Owner Name: _____

Address: _____

Phone: _____ Email: _____

Subdivider / Developer Name: _____

Address: _____

Phone: _____ Email: _____

Surveyor Name: _____

Phone: _____ Email: _____

Property Address (if different from Owner address): _____

Location of Property: _____ ¼ _____ ¼, Section _____, Town 16N, Range 16E

Tax Parcel #: _____ Acreage: _____

Current Zoning: _____ Present Use of Land: _____

Total Number of Proposed Lots: _____

(If more than 40 lots are proposed, phases must be provided on the Final Plat such that no more than 50% of the total number of lots are included in any one phase)

Phase I: _____

Phase II: _____

Phase III: _____

Anticipated Timeframe for Completed Project (or Phase I, if relevant): _____

Town of Hortonia - Outagamie County, Wisconsin
APPLICATION for
CONVENTIONAL FINAL PLAT

Proposed Wastewater Treatment System. Clustered systems are required for any land division creating five or more lots; POWTS refers to Personal Onsite Wastewater Treatment Systems (check one):

Clustered System: _____ POWTS: _____

Proposed Water System. A community water system is required for any land division creating five or more lots (check one):

Community Water System: _____ Private Wells: _____

Will an internal trail system be included within the proposed subdivision? Yes ___ No ___

Final Plat Checklist:

The Applicant shall submit 12 copies of the final plat and a letter of application with the application packet. The final plat of the proposed conventional subdivision shall be at a scale of 1"=100'. The Town of Hortonia will not accept any application for a final plat until the following information and materials are completed and submitted in their entirety and the application fee is paid in full.

Prior Preliminary Plat Submittal: _____ Date: _____

Prior Preliminary Plat Meeting with Plan Commission: _____ Date: _____

Final Plat, including all of the following (*please check*):
(In addition to all of the requirements of the Preliminary Plat and Chapter 236 Wis. Stats. the Final Plat submitted shall include the following):

- Labeled 'Final Plat' _____
- A clear and concise legal description that exactly matches the bearings and distances shown on the map. The error of closure for the legal may not exceed 1 in 3,000 _____
- Area of each parcel shown in square feet (nearest square foot) and acres (nearest 100th acre) _____
- 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 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 _____
- Certificates of approval in substantially the same form as required by Chapters 236.21(2)(a) and 236.21(3) Wis. Stats. and as per this ordinance as follows:
 - Owner(s) Certificate with Notary Seal _____
 - Mortgagee's Certificate _____
 - Town Certificate _____

Town of Hortonia - Outagamie County, Wisconsin
APPLICATION for
CONVENTIONAL FINAL PLAT

- County Certificate _____
- Other certificates as required by Chapter 236.21 Wis. Stats _____
- Certification that the Plat is a true and correct representation of the features surveyed and mapped and that the Surveyor has fully complied with all local ordinances _____
- Special restrictions, if any, required by the reviewing authorities _____

Application Fee:

(\$150.00 plus \$5.00 for each proposed lot)

Check Number: _____

Total Amount: _____

Applicant Signature: _____

Date: _____

Professional Services:

All costs of professional services such as legal, engineering, and planning review; research; recording fees; and traffic control costs related to any action initiated by a responsible party, other than the Town, to be reviewed or acted upon by the Town of Hortonia Plan Commission, Board of Appeals, or Town Board shall pass to the responsible party.

The Plan Commission will review the application packet and the recommendation from Town Staff before making a recommendation to approve or deny the application to the Town Board. The Plan Commission recommendation will be placed on the agenda of the next Town Board meeting. The Town Board will rule on the application.