

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

NOTE: Conservation subdivisions are required within the TRD Transitional Residential District and encouraged within the R-1 Residential District and RE Rural Estate District. Refer to the Town of Hortonia Zoning Ordinance for minimum lot sizes within the residential zoning districts.

Date: _____

Owner Name: _____

Address: _____

Phone: _____ Email: _____

Subdivider/Developer Name: _____

Address: _____

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 Preliminary Plat such that no more than 50% of the total number of lots are included in any one phase)

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

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 ___

Preliminary Plat Checklist, Pt. 1:

The Applicant shall submit five (5) copies of the preliminary plat on paper no smaller than 22" x 30" and fifteen (15) copies of the preliminary plat on 11" x 17" paper with the Town Clerk. The owner shall also submit one digital PDF version and one digital CADD or GIS version to the Town Clerk. The Town of

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Hortonia will not accept any application for a preliminary plat until the following information and materials are completed and submitted in their entirety and the application fee is paid in full.

Prior Concept Plan Submittal: Date: _____

Prior Concept Plan Meeting with Plan Commission: Date: _____

Preliminary Plat, including all of the following (*please check*):

- 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 of the Town of Hortonia Subdivision Ordinance _____
- Proposed trails, including trails private to the proposed development and, if applicable, trail segments to be potentially included within a community integrated trail system _____
- Public areas to be dedicated, if any, and subsequently 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 of proposed wastewater treatment systems _____
- Locations of proposed community well or wells _____
- 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 and address of the surveyor and Owner 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 Owner 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 Plan Commission for approval for any road names (i.e. new, extension, private etc...) subject to County review and _____

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- approval _____
- Dimensions of all parcels, together with proposed parcel and block numbers _____
- Additional information that may be required under County, State, or Federal rules and regulations _____

Preliminary Plat Checklist, Pt. 2:

(Please check 'Yes' or 'No' to the following questions. If 'Yes' indicate on the preliminary plat the location of the relevant item)

- Are there easements across the site? Yes _____ No _____
- Are there existing structures on the site? Yes _____ No _____
- Are there existing wells on the site? Yes _____ No _____
- Is public water available? Yes _____ No _____
- Are there existing sewer/septic systems on the site? Yes _____ No _____
- Is public sewer available? Yes _____ No _____
- Are there any other utilities on the site? Yes _____ No _____
- Are there any other subdivisions adjoining the site? Yes _____ No _____
- Are there any parks or cemeteries adjoining the site? Yes _____ No _____
- Will there be areas dedicated to the public? Yes _____ No _____
- Will trails be included with the development? Yes _____ No _____

Preliminary Plat Checklist, Pt. 3:

(Development Yield Standards. The following shall be completed and submitted with each application for a conventional subdivision preliminary plat)

Gross Tract Area _____ acres
 (This shall be the total acreage of the property)

Calculate Primary Conservation Areas
 (This acreage shall be determined using the following criteria. The data supplied within this calculation shall be substantiated with sufficient plans and data).

- Land located within existing and proposes road rights-of-way _____ acres
- Land located within existing and proposed utility rights-of-way _____ acres
- Land located within floodplain _____ acres
- Land located within environmentally significant areas _____ acres
- Land located within wetlands _____ acres
- Land having slopes of 12% or greater _____ acres

PCA _____ acres

Adjusted Tract Area _____ acres
 (This shall equal the GTA minus the PCA)

Maximum Permitted Dwelling Units _____
 (This shall equal the ATA divided by minimum lot size in zoning district)

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Application Fee:
(\$250.00 plus \$10.00 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 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, conditionally 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.