

prepared and filed in accordance with this Ordinance and Chapter 236, Wisconsin Statutes.

(B) Preliminary Plat Review.

(1) The Plan Commission shall review the Preliminary Plat for conformance with:

- (a) The provisions of Chapter 236, Wisconsin Statutes.
- (b) This Ordinance.
- (c) Any local Master Plan adopted under State Statutes.
- (d) Any official map adopted under State Statutes.
- (e) Any local rules and regulations.
- (f) Any comprehensive plans or comprehensive plan components.
- (g) Any neighborhood plans.

(2) The Plan Commission should, within 75 days of the date of filing of a Preliminary Plat, recommend approval, approval conditionally or rejection of such plat to the Governing Body unless the time is extended by agreement in writing with the owner.

(3) The Governing Body should within 90 days of the date of the filing of a Preliminary Plat approve, approve conditionally or reject such plat unless the time is extended by agreement in writing with the owner.

(4) Failure of the Governing Body to act within 90 days shall constitute an approval of the Preliminary Plat as filed.

(5) Approval or conditional approval of a Preliminary Plat shall not constitute automatic approval of the Final Plat, except that if the Final Plat is submitted within six (6) months of the Preliminary Plat approval and conforms substantially to the Preliminary Plat layout as indicated in Section 236.11(1)(b), Wisconsin Statutes, and all conditions imposed as part of the Preliminary Plat approval have been satisfied, the Final Plat shall be entitled to approval with respect to such layout. The Preliminary Plat shall be deemed an expression of approval or conditional approval of the layout submitted as a guide to the preparation of the Final Plat which will be subject to

further consideration by the Plan Commission and the Governing Body at the time of its submission.

(6) Objections must be satisfied. The Preliminary Plat shall not be finally approved or deemed finally approved until all objections of all objecting and approving authorities and all conditions of the Plan Commission and Governing Body have been satisfied.

(C) Final Plat Filing. The Final Plat shall be prepared and filed in accordance with this Ordinance and Chapter 236 of the Wisconsin Statutes.

(D) Final Plat Review.

(1) The Plan Commission shall review the Final Plat for conformance with:

- (a) The approved Preliminary Plat.
- (b) Any conditions of approval of the Preliminary Plat.
- (c) The provisions of Chapter 236, Wisconsin Statutes.
- (d) This Ordinance.
- (e) Any local Master Plan adopted under State Statutes.
- (f) Any official map adopted under State Statutes.
- (g) Any local rules and regulations.
- (h) Any comprehensive plans or comprehensive plan components.
- (i) Any neighborhood plans.

(2) The Plan Commission should within 30 days of the date of filing of a Final Plat recommend approval, approval conditionally or rejection of such plat to the Governing Body unless the time is extended by agreement in writing with the owners.

(3) The Governing Body should within 60 days of the date of filing of a Final Plat approve, approve conditionally or reject such Final Plat unless the time is extended by agreement in writing with the owner.

(4) Failure of the Governing Body to take action on the plat within 60 days, the time having not been extended and no unsatisfied objections having been filed and no unsatisfied conditions of the Preliminary Plat approval, the Final Plat shall be deemed approved.

(5) Miscellaneous Provisions.

- (a) Submission. If the Final Plat is not submitted within six (6) months of the last required approval of the Preliminary Plat, the Governing Body may refuse to approve the Final Plat unless otherwise provided for in the Developer's Agreement by means of a phase development timetable.
- (b) Partial Platting. If permitted by the Governing Body, the approved Preliminary Plat may be finally platted in phases with each phase encompassing only that portion of the approved Preliminary Plat which the owner proposes to record at one time, however, it is required that each such phase be final platted and be designated as a "phase" of the approved Preliminary Plat. Subsequent phases of the Final Plat shall be filed in accordance with the schedule set forth in the Developer's Agreement as adopted or amended by the Governing Body.
- (c) Recordation. After the Final Plat has been approved by the Governing Body and required improvements either installed or a contract and sureties insuring their installation is filed, the Clerk shall cause the certificate inscribed upon the Final Plat attesting that such approval to be duly executed and the Final Plat recorded with the County Register of Deeds.
- (d) Duplicate Plat. An identical reproducible copy of the plat (on stable drafting film at least four mils thick) along with the recording data shall be placed on file with the Town Clerk.
- (e) Final Plats submitted for approval before all improvements are ready to be accepted by the Municipality will only receive conditional approval from the Governing Body and said approval will be conditioned upon all improvements being completed and accepted by the Municipality.

(6) Objections must be satisfied. The Final Plat shall not be finally approved or deemed finally approved until all objections of all objecting and approving authorities and all conditions of the Plan Commission and Governing Body have been satisfied.

3.03 MINOR LAND DIVISION (CERTIFIED SURVEY MAP).

(A) Certified Survey Map Filing.

(1) Any division of land other than a subdivision, condominium plat, replat or assessor's plat as defined in this Ordinance shall be divided by the owner by use of a Certified Survey Map. The Certified Survey Map shall be prepared and filed in accordance with this Ordinance and Chapter 236, Wisconsin Statutes.

(2) The owner shall file 20 copies of the Certified Survey Map and the letter of application with the Town Clerk at least 20 days prior to the meeting of the Plan Commission at which action is desired.

(3) The Clerk shall, as soon as practicable, transmit the copies of the Certified Survey Map and the letter of application to the Plan Commission and Governing Body.

(4) The Clerk shall transmit a copy of the Certified Survey Map to all affected boards, commissions or departments for their review and recommendation concerning matters within their jurisdiction. Their recommendation shall be transmitted to the Plan Commission as soon as practicable from the date the map is filed.

(B) Certified Survey Map Review.

(1) The Plan Commission shall review the Certified Survey Map for conformance with:

- (a) The provisions of Chapter 236, Wisconsin Statutes.
- (b) This Ordinance.
- (c) Any local Master Plan adopted under State Statutes.
- (d) Any official map adopted under State Statute.
- (e) Any local rules and regulations.
- (f) Any comprehensive plans or comprehensive plan components.

(g) Any neighborhood plans.

(2) The Plan Commission should within 45 days of the date of filing a Certified Survey Map recommend approval, approval conditionally or rejection of such Certified Survey Map to the Governing Body unless the time is extended by agreement with the owner.

(3) The Governing Body should within 60 days of the date of the filing of a Certified Survey Map approve, approve conditionally or reject such Certified Survey Map unless the time is extended by agreement with the owner.

(4) If the Certified Survey Map is rejected, the reason shall be stated in the minutes of the meeting and a written statement forwarded to the owner.

(5) If the Certified Survey Map is approved, the Board should cause the Clerk to so certify on the face of the original map and return the map to the owner at such time as all conditions are satisfied.

(6) The owner shall record the map with the County Register of Deeds within ninety (90) days of its approval by the Governing Body. If the owner fails to record the map within ninety (90) days, the previously approved map is hereby rejected and the owner must recommence the entire procedure in this Ordinance unless an extension of time to file has been granted by the Governing Body.

(7) Duplicate Certified Survey Map. An identical reproduction copy of the Certified Survey Map (on stable drafting film at least four mils thick) along with the recording data shall be placed on file with the Clerk.

3.04 Replat. When it is proposed to replat a recorded subdivision, or part thereof, so as to change the boundaries of a recorded subdivision, or part thereof, the owner or person wishing to replat shall vacate or alter the recorded Plat as provided in Sections 236.40 through 236.44, Wisconsin Statutes. The owner, or person wishing to replat, shall then proceed as specified in Section 3.02 above. The Clerk shall schedule a public hearing before the Plan Commission when a Preliminary Plat of a replat of lands within the Municipality or its extraterritorial jurisdictional limits is filed, and shall cause notices of the proposed replat and public hearing to be mailed to the owners of all properties within the limits of the exterior boundaries of the proposed replat and to the owners of all properties within 200 feet of the exterior boundaries of the proposed replat.

SECTION 4.00 PRELIMINARY PLAT.

4.01 GENERAL. A Preliminary Plat shall be required for all subdivisions, shall be based upon a survey by a registered land surveyor, shall comply in all respects with the requirements of Chapter 236, Wisconsin Statutes, shall comply with the design standards and improvement requirements set forth in Sections 7.00 and 8.00 of this Ordinance and the plat prepared on tracing cloth, reproducible drafting film, or paper of good quality at a map scale of not more than 100 feet to the inch and shall show correctly on its face the following information:

(A) Title or name under which the proposed subdivision is to be recorded. Such title shall not be the same or similar to a previously approved and recorded plat in Waukesha County, unless it is an addition by the same owner to a previously recorded plat and is so stated on the plat;

(B) Property location of the proposed subdivision by: Government lot, quarter section, township, range, county and state;

(C) General location sketch showing the location of the subdivision within the U.S. Public Land Survey section oriented on the sheet in the same direction as the main drawing;

(D) Date, graphic scale and north arrow;

(E) Names and addresses of the owner, subdivider and land surveyor preparing the plat;

(F) Entire area contiguous to the proposed plat owned or controlled by the subdivider and/or owner shall be included on the Preliminary Plat even though only a portion of said area is proposed for immediate development. The Plan Commission may waive this requirement where it is unnecessary to fulfill the purposes and intent of this Ordinance and severe hardship would result from strict application thereof.

4.02 PLAT DATA. All Preliminary Plats shall show the following:

(A) Exact length and bearing of the exterior boundaries of the proposed subdivision referenced to a corner established in U.S. Public Land Survey and the total acreage encompassed thereby;

(B) Existing and proposed contours at vertical intervals of not more than two (2) feet where the slope of the ground surface is less than ten (10) percent, and of not more than five (5) feet where the slope of the ground surface is ten (10)

percent or more. Elevations shall be marked on such contours based on National Geodetic Vertical Datum of 1929 (mean sea level);

(C) Water elevations of adjoining lakes and streams at the date of the survey and approximate high and low water elevations, all referred to mean sea level (1929) datum;

(D) Floodplain limits and the contour line lying a vertical distance of two (2) feet above the elevation of the 100-year recurrence interval flood, or where such data is not available, five (5) feet above the elevation of the maximum flood of record;

(E) Location, right-of-way width and names of all existing streets, alleys or other public ways, easements, railroad and utility rights-of-way and all section and quarter section lines within the exterior boundaries of the plat or immediately adjacent thereto;

(F) Type, width and elevation of any existing street pavements within the exterior boundaries of the plat or immediately adjacent thereto together with any legally established centerline elevations, all to mean sea level (1929) datum;

(G) Location and names of any adjacent subdivisions, parks and cemeteries, and owners of record of abutting unplatted lands;

(H) Location, size and invert elevation of any existing sanitary or storm sewers, culverts and drain pipes, the location of manholes, catchbasins, hydrants, power and telephone poles, and the location and size of any existing water and gas mains within the exterior boundaries of the plat or immediately adjacent thereto. If no sanitary or storm sewers or water mains are located on or immediately adjacent to the lands being platted, the nearest such sewers or water mains which might be extended to serve such lands shall be indicated by their direction and distance from the nearest exterior boundary of the plat and their size, and invert elevations;

(I) Locations of all existing property boundary lines, structures, drives, streams and watercourses, marshes, rock outcrops, wooded areas, railroad tracks, drainage easements, natural drainage areas, landfills and other similar significant natural or man-made features within the tract being subdivided or immediately adjacent thereto;

(J) Location, width and names of all proposed streets and public rights-of-way such as alleys and easements;

(K) Approximate dimensions of all lots together with proposed lot and block numbers;

(L) Location and approximate dimensions and size of any sites to be reserved or dedicated for parks, playgrounds, drainageways, or other public use or which are to be used for group housing, shopping centers, church sites, or other private uses not requiring platting;

(M) Approximate radii of all curves;

(N) Existing zoning on and adjacent to the proposed subdivision;

(O) Any proposed lake and stream access with a small drawing clearly indicating the location of the proposed subdivision in relation to the access;

(P) Any proposed lake and stream improvement or relocation;

(Q) Soil type, slope and boundaries as shown on the detailed operational soil survey maps prepared by the U.S. Soil Conservation Service;

(R) Location of soil boring tests, where required by Section H65.06(2) of the Wisconsin Administrative Code, made to a depth of six (6) feet, unless bedrock is at a lesser depth. The number of such tests shall be adequate to portray the character of the soil and the depths of bedrock and groundwater from the natural undisturbed surface. To accomplish this purpose, a minimum of one (1) test per three (3) acres shall be made initially. The results of such tests shall be submitted along with the Preliminary Plat;

(S) Location of soil percolation tests where required by Section H65.06(3) of the Wisconsin Administrative Code, conducted in accordance with Section H65.07(4) of the Wisconsin Administrative Code, taken at the location and depth in which soil absorption waste disposal systems are to be installed. The number of such tests initially made shall not be less than one (1) test per three (3) acres or one (1) test per lot, whichever is greater. The results of such tests shall be submitted along with the Preliminary Plat. Where mound systems are proposed, information required by the Wisconsin Administrative Code shall be submitted and may be required to be shown on the plat.

(T) Additional information as requested by the Plan Commission or Governing Body to verify ownership, clarify questions raised during the approval procedure, address concerns raised by neighbors or members of the Plan Commission or Governmental Body and any other information the Plan Commission



or Governing Body deems necessary to reach a decision on the Preliminary Plat. Failure to provide the requested additional information may be grounds for denial of the Preliminary Plat.

4.03 STREET PLANS AND PROFILES. The Plan Commission, upon recommendation of the Municipal Engineer, may require that the subdivider provide street plans and profiles showing existing ground surface, proposed and established street grades, storm sewer plans and profiles showing the location, grades, sizes, cross-sections, elevations and materials of required facilities, where applicable, including extensions for a reasonable distance beyond the limits of the proposed subdivision when requested. All elevations shall be based upon mean sea level (1929) datum, and plans and profiles shall meet the approval of the Municipal Engineer.

4.04 TESTING. The Plan Commission, upon recommendation of the Municipal Engineer, may require that borings and soundings be made in specified areas to ascertain subsurface soil, rock and water conditions, including depth to bedrock and depth to groundwater table. Where the subdivision will not be served by public sanitary sewer service, the provisions of the Wisconsin Administrative Code shall be complied with; and the appropriate data submitted with the Preliminary Plat.

4.05 SOIL AND WATER CONSERVATION. The Plan Commission, upon determining from a review of the Preliminary Plat by the Municipal Engineer that the soil, slope, vegetation and drainage characteristics of the site are such as to require substantial cutting, clearing, grading and other earthmoving operations in the development of the subdivision or otherwise entail a severe erosion hazard, may require the subdivider to provide soil erosion and sedimentation control plans and specifications. Such plans shall generally follow the guidelines and standards set forth in any and all ordinances, rules, regulations and publications adopted by separate resolution by the Governing Body.

4.06 AFFIDAVIT. The surveyor preparing the Preliminary Plat shall certify on the face of the Plat that it is a correct representation of all existing land divisions and features and that he has fully complied with the provisions of this Ordinance.

#### SECTION 5.00 FINAL PLAT.

5.01 GENERAL. A Final Plat prepared by a registered land surveyor shall be required for all subdivisions. It shall comply in all respects with the requirements of Chapter 236, Wisconsin Statutes.