

Subdivision Application

Town of Eagle (Waukesha County), Wisconsin

Town of Eagle
 820 E. Main Street
 Eagle, WI 53119

Overview: The Town has adopted land divisions regulations to regulate subdivisions, condominiums, and certified survey maps throughout the entire jurisdiction of the town.

Governing regulations. The procedures and standards governing the review of this application are found in Chapter 480 of the municipal code.

General instructions: Complete this application and submit one copy to the Town Clerk or to the Town Planner via email (rleto@waukeshacounty.gov). Alternatively, you can submit your application online at <https://townofeagle.zoninghub.com>. An application fee is also required. An invoice number will be provided to you after the initial intake review to pay the required application fee. A Professional Reimbursement Form is required prior to the application being considered complete.

Before you formally submit your application, you may meet with the Town Planner who can answer any questions you may have. The Town Planner can also review your application before it is formally submitted to determine if it is complete and provides enough information to describe the circumstances related to this application. If you have any questions, do not hesitate to contact the Town Planner at (262) 548-7813 or via email at rleto@waukeshacounty.gov.

- 1. Applicant and agent information** Include the names of the agent, if any, that helped prepare this application including the supplemental information. Examples include surveyors, engineers, landscape architects, architects, planners, and attorneys.

	<u>Applicant</u>	<u>Agent</u>
Name	_____	_____
Street address	_____	_____
City, state, zip code	_____	_____
Daytime telephone	_____	_____
Email address	_____	_____

- 2. Subject property information**

Physical address _____

Tax key number(s) EGLT- _____ EGLT - _____ EGLT - _____ EGLT - _____

Note: The tax key number can be found on the tax bill for the property or it may be obtained from the Town Clerk.

- 3. Application type** (select one)

- Subdivision plat – preliminary
- Subdivision plat – final

- 4. Extraterritorial review**

Is the subject property within 1.5 miles of the Village of Eagle or the Village of North Prairie?

- No
- Yes (If yes, the Village will need to approve the proposed certified survey map or subdivision plat. .

- 5. Zoning information.** The subject property is located in the following zoning district(s). (check all that apply)

- | | | |
|--|--|---|
| <input type="checkbox"/> P-1 Public | <input type="checkbox"/> AP Agricultural land preservation | <input type="checkbox"/> B-2 Local business |
| <input type="checkbox"/> Q-1 Quarry | <input type="checkbox"/> RR Rural residential | <input type="checkbox"/> B-4 Mixed business |
| <input type="checkbox"/> C-1 Conservancy | <input type="checkbox"/> R-1 Residential | <input type="checkbox"/> M-1 Limited industrial |
| <input type="checkbox"/> UC Upland conservancy | <input type="checkbox"/> B-1 Neighborhood business | <input type="checkbox"/> M-2 General industrial |

6. Existing buildings. If there are any existing buildings on the subject property, describe whether they will comply with all applicable zoning requirements and/or if one or more will be removed.

7. Land division waivers. List any requested waivers as set forth in Article 6, Chapter 480.

Section number: 480. _____ Section number: 480. _____ Section number: 480. _____

8. Land Inventory

	Acres (Round down to nearest 0.1 acre)					
	Total	C-1	UC	RR	County	Other
Total site area as determined by site survey						
Area located within rights-of-way of roads and within proposed boundaries of public facilities that are designated within the Town's comprehensive plan and/or required for dedication per subdivision regulations: Existing roads _____ acres Other facilities _____ acres						
Land which, although part of the same parcel, is not contiguous to or is not accessible from the proposed road network serving the project, thus not developable						
Land which is proposed for a different development option						
Area of navigable waters (lakes and streams)						
Portion of gross site area containing Primary Environmental Corridor						
Portion of gross site area containing - Wetlands and/or C-1 zoning: _____ acres - 100-year floodplain: _____ acres - Lakeshores: _____ acres						
Portion of gross site area containing woodlands						
Portion of gross site area containing steep slopes						
Portion of site in agricultural use: - Actively farmed: _____ acres - In an Ag Preservation program or zoning: _____ acres						
Portion of gross site area containing areas of other special interest, such as but not limited to historical sites, unmapped natural resource areas, etc. - Are historical sites registered? Where?						
Areas expected to be reserved for outlots, such as for stormwater management, future roads, etc.						

9. Map. Attach a subdivision plat with the information listed below as appropriate.

	Preliminary Plat	Final Plat	Preliminary Certified Survey Map	Final Certified Survey Map
Name of subdivision	yes	yes	-	-
Location of project by government lot, recorded private claim, quarter-quarter section, section, township, range, and county	yes	yes	-	yes
Location map showing project location	yes	-	-	-
Name and address of property owner and subdivider	yes	-	yes	-
Sheet numbers with revision dates	yes	yes	yes	yes
Certificates for the surveyor, property owner, county treasurer, and clerk or treasurer of municipality pursuant to s. 236.21, Wis. Stats.	unsigned	signed	hand drawn	signed
Certificate for the Town Chairperson to verify Town Board approval of final plat or final certified survey map	unsigned	signed	hand drawn	signed
North arrow and graphic scale	yes	yes	yes	yes
Exterior boundary of the land surveyed and divided	yes	yes	yes	yes
Location and names of any adjacent subdivisions, parks, schools, and cemeteries	yes	-	yes	-
Name of property owners of unplatted lands within 50 feet	yes	-	yes	-
Existing zoning and land uses of properties adjacent to the project	yes	-	yes	-
Existing and proposed zoning	yes	-	yes	-
Survey information for all lines and curves relating to property boundary lines and easements (curve information can be placed by the curve or in a cross-referenced table)	yes	yes	-	yes
Survey monuments as required by s. 236.20, Wis. Stats.	-	yes	-	yes
Lots with area expressed in square feet and lot and block numbers	yes	yes	yes	yes
Outlots with area expressed in square feet, purpose, and statement of dedication to a municipal entity if appropriate	yes	yes	yes	yes
Public street right-of-ways (A statement of dedication to a municipal entity is not required)	yes	yes	yes	yes
Street centerlines	-	yes	-	yes
Shore meander lines for all lakes and streams established by the surveyor in accordance with s. 236.15(1)(d), Wis. Stats.	-	yes	-	yes
Ground contours at 1-foot intervals where the slope is less than 10 percent and 2-foot intervals where the slope is 10 percent or more	yes	-	-	-
Ordinary high-water mark on any navigable waterbody with elevation	approximate	field delineation	approximate	field delineation
Wetlands (onsite and within 50 feet)	approximate	field delineation for onsite	approximate	field delineation for onsite
Waterbodies including lakes, streams, channels, and ditches (onsite and within 100 feet)	yes	-	yes	-
Shoreland jurisdiction	yes	yes	yes	yes
Floodplain boundaries (elevation and contour) established by Waukesha County	yes	yes	yes	yes
Watershed divides	yes	-	-	-
Woodlands and other significant vegetative cover types	yes	-	yes	-
Buildings (onsite and within 50 feet) and use of buildings to be retained (onsite only)	yes	-	yes	-
Existing wells and septic systems (onsite and within 50 feet)	yes	-	yes	-
Historic and cultural features including Indian burial mounds	yes	-	yes	-
Areas made, altered, or filled with earth materials and/or non-earth materials (onsite and within 100 feet)	yes	-	yes	-
Landfill, manure or other waste storage facility locations including those in the Registry of Waste Disposal Sites of Wisconsin (onsite and within 100 feet)	yes	-	yes	-

	Preliminary Plat	Final Plat	Preliminary Certified Survey Map	Final Certified Survey Map
Farm drain tiles, including location, purpose, and current status (onsite and within 300 feet)	yes	-	yes	-
Location of soil borings as may be required with numerical cross-references to data submitted with the application materials	yes	yes	yes	yes
Building or setback lines from state highways when required by ch. Trans 233, Wis. Admin. Code	yes	yes	yes	yes
Street intersection vision corner easements	yes	yes	yes	yes
Building setback lines established by applicable zoning regulations	yes	-	yes	-
Building setback lines exceeding applicable zoning regulations (as proposed or required)	yes	yes	yes	yes
Lot dimensions relating to dimensional standards established in this article and applicable zoning regulations. Examples include street frontage and lot width.	yes	-	yes	-
Limitations on basements due to high groundwater or bedrock	yes	yes	yes	yes
Stormwater management facilities	yes	-	yes	-
Access easements to stormwater management facilities and open space areas	yes	yes	yes	yes
Access easements, limitations, restrictions to adjacent streets	yes	yes	yes	yes
Access easements to waterbodies, if any	yes	yes	yes	yes
Delineation of areas to be developed in phases, if any	yes	-	Phasing is not permissible	-

10. Evaluation Criteria (Refer to s. 480.202)

Any proposed subdivision must meet the requirements of the Zoning Code (Town, and County if applicable), the Land Division Ordinance, and any other ordinances that might be applicable. All applicable documentation must be provided to the Town Board, Plan Commission, and Town Engineer if applicable, prior to any review or scoring.

The purpose of allotment scoring is to encourage high quality developments. Within each individual criteria, the intent is provided at the top. Focusing on the intent for this particular criteria, the development may score additional point(s) based upon, but not limited to, the considerations provided. If a development just barely meets all applicable codes and ordinances, and the practical realities of developing the parcel, the score should be zero. Likewise, a development may score a negative point within each criteria (with the exception of #9), if the scorer identifies a concern that has not been covered in legislation. In all cases, the scorer is asked to provide a brief comment as rationale for the assignment of points.

1. Preservation of Natural Resources

Intent: To preserve any natural resources on the site, and adjacent if applicable. Resources include Environmental Corridors, Conservancy areas, Isolated Natural Resource Areas, and areas of special interest.

Score Range: -1 to +3

Requirements / Documents: Land Inventory Worksheet

Considerations may include:

- Are there any deed restrictions on the natural areas to prevent abuse and further development?
- Are building envelopes used to protect any natural areas?
- Are natural areas put into outlots or otherwise protected for the future? Protected lands may be private, shared, or public.
- To what extent is grading planned or expected in or near the natural resources?

Score

Comments

2. Preservation of Agricultural Lands

Intent: To maintain the rural and agricultural atmosphere of the Town.

Score Range: -1 to +3

Considerations may include:

- Does the space to be developed have any natural or historical content, or none?
- Are there larger lot sizes to facilitate crops and/or animals? Are most lots created at just the minimum lot size?
- Do HOA covenants promote, or prohibit, maintenance of crop fields and keeping of agricultural animals and horses?
- Are there common lands that will be preserved for agricultural purposes?

Score

Comments

3. Soils and Surface Water Drainage

Intent: To assure soils are suitable for the intended uses, grading is kept to a minimum, and that any proposed subdivision not cause any drainage of water or erosion onto adjacent properties, or change any pre-existing drainage patterns.

Score Range: -1 to +1

Requirements / Documents: Soils Analysis / Topographical Map / Stormwater Plan (provided to Town Engineer in advance)

Considerations may include:

- Will significant new grading be done?
- Will existing drainage patterns be put at risk of being disrupted?
- Are existing drainage problems significantly improved?
- Will blasting of bedrock be necessary for basements?
- Will steep slopes be built upon?

Engineer's recommended Score: _____

Engineer's comments: _____

Score

Comments

4. Density, Lot Sizes, and Open Space

Intent: To maintain the rural atmosphere of the Town, lower density of development is desired, which can be achieved by means of larger lots and/or Planned Unit Developments that concentrate development in smaller areas in order to preserve more open space. Just meeting minimum requirements of ordinances and practical realities should be considered a score of zero.

Score Range: -1 to +1

Considerations may include:

- Are proposed lot sizes larger than the minimum requirement?
- Will common lands be set aside beyond basic requirements of agricultural or natural resource preservation?
- Are there areas that are not feasible or desirable to develop? Are they excluded from calculations of the number of allowable lots?

Score

Comments

5. Traffic

Intent: To maintain a safe and reasonable traffic flow, with provisions to connect with existing and future adjacent subdivisions, and not create additional hazards to pedestrians and other residential pursuits.

Score Range: -1 to +1

Requirements / Documents: Any necessary traffic data must be provided to Town Engineer prior to scoring

Considerations may include:

- Does the proposed traffic flow allow for adequate, or improved, emergency service access?
- Does the proposal improve area traffic flow?
- Are extra measures included to slow traffic in a residential area?
- Will the development increase volume and/or speed of traffic in residential areas?
- Will the development add long roads ending in cul-de-sac?

Engineer's recommended Score: _____

Engineer's comments: _____

Score

Comments

6. Buffers

Intent: To maintain the Town's rural atmosphere by screening development from roads and adjacent residential areas.

Score Range: -1 to +1

Considerations may include:

- Does the property have existing natural buffers? Are buffers needed or desired?
- What is the nature of the surrounding areas (including streets) from which the development will be visible?
- Will buffers be landscaped, or native?
- Will buffers be protected for the long term by covenants and/or in common outlots?
- Is screening provided by adjacent properties or developments?

Score

Comments

7. Compatibility

Intent: To have developments be compatible with adjacent uses and plans in the Town.

Score Range: -1 to +1

Considerations may include:

- Is the plan compatible with the Town's Comprehensive Plan?
- Are the plans compatible with adjacent uses?
- Are the subdivision covenants compatible with those of adjacent developments?
- Are the plans suitable, considering potential future development or preservation in the area?

Score

Comments

8. Future Public Costs

Intent: To capture potential impacts on Town expenses which may include impact on emergency services access, road maintenance, etc.

Score Range: -1 to +1

Considerations may include:

- What impact will the proposal have on Town expenses, such as the cost of road maintenance, emergency services, safety measures?
- Will there be other possible expenses to the Town that have not been considered in the previous criteria?
- Is there anything that might create a cost-savings to the Town?

Score

Comments

9. Design Creativity and Benefit to the Town

Intent: To allow a few additional points to be awarded for exceptional design, creativity, and/or significant benefit to the Town. This is to award points for designs that incorporate the very best of existing developments in the Town, and particularly those that bring features that are new and innovative to benefit the Town.

Score Range: 0 to +3

Considerations may include:

- Are there aspects of the development that are highly desirable and/or innovative?
- Is there anything in the proposal that will particularly benefit the Town in ways that have not been considered in the previous criteria?

Score

Comments

11. Attachments. List any attachments included with your application.

12. Other information. You may provide any other information you feel is relevant to the review of your application.

Statement regarding Residential Allotment System. The Town of Eagle has established a Residential Allotment System (Article 10, Chapter 480) that applies to subdivisions. It is designed to control how many lots can be developed in any given year. If you are proposing a subdivision, be sure you review that part of the land division regulations.

13. Applicant certification

- I certify that all of the information in this application, along with any attachments, are true and correct to the best of my knowledge and belief.
- I understand that I may be charged additional fees (above and beyond the initial application fee) consistent with the Town's chargeback policy. The signed chargeback form is attached.
- I understand that submission of this application authorizes town officials, Plan Commission members, Town Board members, employees, and other designated agents to enter the property to conduct whatever site investigations are necessary to review this application. This does not authorize any such individual to enter any building on the subject property, unless such inspection is specifically related to the review of this application and the property owner gives his or her permission to do so.
- I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of such written materials or view it online.
- I understand that the Town Planner will review this application to determine if it contains all of the required information. If he or she determines that the application is incomplete, it will not be scheduled for review until it is deemed to be complete.

Applicant Signature(s):

Date:
