

Town of Lafayette
PARKS, RECREATION, TOURISM, LAND USE AND PLANNING COMMISSION

**CERTIFIED SURVEY MAP
Review Application**

A Certified Survey Map (CSM) is required to subdivide an existing parcel of land into one, two, three, or a maximum of four new parcels. Requirements for contents of a CSM are specified in Wisconsin statutes (§236.34), Administrative Rules (A-E 7.0), and Town of Lafayette Ordinance 6.18.

SECTION 1: OWNER INFORMATION

(Please PRINT)

Name: _____

Mailing Address: _____

City: _____

State: _____ Zip: _____

Telephone: _____

Email: _____

Date: _____

SECTION 2: AGENT / CONTRACTOR

(Please PRINT)

Name: _____

Mailing Address: _____

City: _____

State: _____ Zip: _____

Telephone: _____

Email: _____

Date: _____

SECTION 3: PARCEL INFORMATION

Town of: _____

Current Zoning District: _____

Parcel Number or Legal Description: _____

Closest Address: _____

City: _____

State: _____ Zip: _____

SECTION 4: EXPLANATION

Describe the purpose and reason(s) for the Certified Survey Map:

GENERAL INSTRUCTIONS

- 1) Completion of this Review Application and the following supporting documentation:
 - ▶ Photocopy of sealed / stamped CSM drawing* ▶ Aerial photo of the parcel*
 - ▶ Topographic map* ▶ Any additional pertinent, explanatory documentation*
 - * Eight (8) copies, or one (1) electronic (digital pdf) version of each item.
 - [Note: Photos of these documents are unacceptable]
- 2) Submit completed Application to the Town of Lafayette office, 5765 197th Street, Chippewa Falls, WI 54729, or via email to: lafayette@lafayettetchippewawwi.gov or to chairprtlu@lafayettetownship.org
See PRTL Commission Meeting Schedule on back of Application for submittal deadlines.
- 3) Sign where indicated on the back of Application
- 4) Make arrangements to attend, or have an authorized agent attend, the PRTL Commission meeting; this presence is necessary so any questions can be answered and concerns addressed. If no one is in attendance, no action will be taken on the Application by the Commission.

PRTL Commission Meeting Schedule
Meetings begin at 7:00 PM at the Lafayette Town Hall

All actions delegated to the Lafayette Parks, Recreation, Tourism, Land Use and Planning Commission by the Town Board of Lafayette will be subject to the following filing deadlines. Applications will not be considered to be filed and will not be placed on an Agenda unless they are properly completed and include **ALL** supporting information or documents. Please circle or highlight the meeting you intend on attending.

Application Submittal Deadline

Commission Meeting Date

2025

January 7, 2025	January 13, 2025
February 3, 2025	February 10, 2025
March 3, 2025	March 10, 2025
April 7, 2025	April 14, 2025
May 5, 2025	May 12, 2025
June 2, 2025	June 9, 2025
July 7, 2025	July 14, 2025
August 4, 2025	August 11, 2025
September 1, 2025	September 8, 2025
October 6, 2025	October 13, 2025
November 3, 2025	November 10, 2025
December 12, 2025	December 8, 2025

Application **and all associated documentation** must be submitted by 12:00 noon on the Deadline date.

Following consideration of the CSM Application by the PRTL Commission, their recommendation will be forwarded to the Lafayette Town Board, which will then consider the request at their next meeting. Applicant, or applicant's agent, should plan to attend this meeting.

Applicant's / Agent's Signature: _____

Applicant's / Agent's printed name: _____ Date: _____