

Final Plat Application for **MAJOR** Subdivision (5 lots or more)

(The submittal deadline for application and all materials is 3rd Wednesday of each month [during business hours])

Subdivision Name: _____ # of Lots Total Acreage
Land Use Designation: % Ag/Res % Res/Trans % Pres/Res % Comm'l
Current Zoning Designation: _____ Primary Parcel ID#: 030-_____-_____-_____
Property Location 1/4, 1/4, Sec. , T. N., R. W., Town of St. Joseph
Physical Address of Primary Parcel _____

Property Owner: _____	Developer/Agent: _____
Mailing Address: _____ _____	Mailing Address: _____ _____
Daytime Phone: _____	Daytime Phone: _____
E-Mail: _____	E-Mail: _____
Engineer: _____	Engineer: _____
Mailing Address: _____ _____	Mailing Address: _____ _____
Daytime Phone: _____	Daytime Phone: _____
E-Mail: _____	E-Mail: _____

All fees and incurred expenses are the responsibility of the applicant/owner to be paid/provided as required throughout the process.

I certify by my signature that all information presented herein as well as supporting information are true and correct to the best of my knowledge. I further agree to withdraw this written application if substantive false or incorrect information has been included. I hereby request the Town of St. Joseph to process this application according to Chapter 168 of the Town of St. Joseph Code of Ordinances. I acknowledge that my escrow amount will be held for one year and refunded after final inspection approval.

Signature: _____ Date: _____
☐ Owner ☐ Authorized Agent (*proof of authorization attached*)

Signature: _____ Date: _____
Developer

Final Plat Submittal

Applicant/agent will be notified of any required revisions to the plat. These revisions must be addressed and resubmitted 21 days prior to the Plan Commission meeting. If this deadline is not met the plat will be postponed until the next month.

Materials to submit should include:

- ___ 1 – 22" X 34" full size copy of final plat
- ___ **16** - 11" X 17" copies with calibrated line of the final plat
- ___ Homeowner's Association document, conservation easements, covenants and deed restrictions.

Submit to Engineer:

- ___ 1 – 22" X 34" full size copy and 1 – 11" X 17" copy of final plat
- ___ 1 copy of final plat with "as-builts" verified by engineer submitted electronically

Submit to Town Attorney:

- ___ 1 – 11" X 17" copy of final plat

TOWN USE ONLY:

\$500 for each review: _____ (must be paid at the time of submittal).

Application received _____, 20____ By: _____

Wording for Drainage Easement Statement:

The following note is to be placed on the final plat:

No owner or resident shall do anything, which would interfere with or change the operation of the approved comprehensive water drainage and soil erosion plan for this Plat. This includes, but is not limited to, building upon, obstructing, altering, filling, excavating or planting in any pond easements, drainage easement(s), water drainage ditches, water runways, water culverts, berms or grass seedings.

The following note is to be placed on deeds for the future lot buyers:

Subject to notes, restrictions and any easements, covenants and right of ways of record including, but not limited to, those for drainage, water retention, ponds, and/or utilities as shown on the plat of (Plat Name) recorded in Vol. ____ Pg. ____ St. Croix County, Wisconsin.

If the developer chooses to create covenants, the following should be included:

The following note is to be part of the Covenants for the plat:

Declarant was required by St. Croix County to have an approved comprehensive water drainage and soil erosion plat for the subdivision. No owner or resident shall do anything, which would interfere with or change the operation of this plan. This includes, but is not limited to, building upon, obstructing, altering, filling, excavating or planting in any pond easements, drainage easement(s), water drainage ditches, water runways, water culverts, berms or grass seedings. Information about the approved comprehensive water drainage and soil erosion prevention plan may be obtained from the Declarant.

Wording for General Notice Statement:

The following note is to be placed on the final plat for major subdivisions and on every minor subdivision:

Each parcel shown on this map is subject to State, County and Town laws, rules and regulations (i.e., wetland, minimum lot size, access to parcel, etc.). Before purchasing or developing any lot, contact the St. Croix County Planning and Zoning Department and the Town of St. Joseph.

Wording for Note on Assessments 168.5(C)(2)(a)(36):

The following note is to be placed on the Certified Survey Map for all minor subdivisions:

Lots may be subject to future assessments for any upgrades or improvements to the road.