

**Certified Map Survey  
Application**

Planning and Development  
Town of Weston  
Date: \_\_\_\_\_

Permit No.: \_\_\_\_\_

Payment:  Cash     Check No. \_\_\_\_\_



**Town of Weston**  
5500 Schofield Avenue  
Weston, WI 54476  
(715) 359-6114

**Certified Map Survey Review**

- Residential
- Commercial

**\$150.00 FEE**                      [49/4910]  
**\$200.00 FEE**                      [49/4912]

**-- ALL FIELDS MUST BE FILLED OUT TO BE PROCESSED PLEASE PRINT LEGIBLY --**

**Applicant Information:**

Business Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Mailing \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**Owner Information:**

Business Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Mailing \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Applicant is:     Owner     Agent     Other: \_\_\_\_\_

**If applicant is not the owner, a Letter of Authorization from ALL PROPERTY OWNERS must be provided.**

**Surveyor's Information:**

Surveyor's Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Mailing \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone No. \_\_\_\_\_  
Email: \_\_\_\_\_

**Property Information:**

Parcel Address: \_\_\_\_\_  
Parcel ID: \_\_\_\_\_                      PIN: \_\_\_\_\_  
Subdivision: \_\_\_\_\_

In detail, describe what is being done, the reason and purpose for the Certified Survey Map: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Certified Survey Map Review Checklist      Section 74.133**

The following Certified Survey Map review checklist shall be utilized by staff and the Plan Commission in determining whether or not approval should be given to the proposed Certified Survey Map:

- Locations of all watercourses, drainage ways and surface drainage patterns should be shown.
- All easements of record should be shown.
- Where applicable, the regional floodplain boundary and the vertical contour line (two (2) feet above the regional flood elevation) should be shown.
- Wetland boundaries from the Wisconsin Department of Natural Resources Wetland Inventory Maps should be shown.
- All other applicable survey standards shall be maintained by the surveyor.
- Where the Certified Survey Map requires dedication for a public road, the subdivider shall follow the intent of the subdivision roadway and drainage inspection report.
- All public road dedications shall be a minimum of 66 feet (four (4) rods) wide.
- Each lot must have access to a public street.
- Location of existing buildings, wells and septic tanks shall be shown.
- Lots must comply with minimum frontage and area for their zoning classification.

Please note why any of the above are not check and enclosed at the time of submittal:

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**Note that per Section 74.123(d) of Town of Weston Municipal Code, Parkland Dedication fees apply to all new lots created for residential development. A bill for this fee will be sent to you if your CSM is approved. This fee must be paid in full prior to the Town releasing the CSM to you for recording at the Marathon County Register of Deeds.**

Single Family	\$244.00 per lot
Duplex	\$446.00 per lot
Multi-Family	
1 Bedroom	\$138.00 per unit
2 Bedroom	\$204.00 per unit
3 Bedroom	\$244.00 per unit

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

**PLEASE SUBMIT THIS APPLICATION TO THE VILLAGE OF WESTON MUNICIPAL CENTER.**