

Sec. 17-6. - Plat and data submission requirements.

- (a) *Environmental assessment.* A checklist shall be prepared by the subdivider for review at the pre-application conference.
- (1) *Purpose.* The purpose of this environmental assessment checklist is to provide the basis for an orderly, systematic review of the effects of all new subdivisions upon the community environment in accordance with the principles and procedures of Wis. Stats. § 236.45(1). The plan commission will use these procedures in determining land suitability under subsection 17-4(b). The goals of the community in requiring this checklist are to eliminate or reduce pollution and siltation to an acceptable standard, assume ample living space per capita, preserve open space and parks for recreation, provide adequately for stormwater control, maintain scenic beauty and aesthetic surroundings, administer to the economic and cultural needs of the citizens and provide for the effective and efficient flow of goods and services.
 - (2) *Coverage.* The environmental assessment checklist shall apply to all subdivisions, including minor subdivisions. The plan commission may waive the requirement for the filing of an environmental assessment checklist for minor subdivisions of less than five acres total area.
 - (3) *Preliminary checklist for environmental assessment of plats and land divisions and community development plans.* All yes answers must be explained in detail by attaching maps and supportive documentation describing the impacts of the proposed development.

	Item of Information	Yes	No
I.	Land resources. Does the project site involve:		
A.	Changes in relief and drainage patterns (Attach a topographical map showing, at a minimum of two-foot contour intervals.)		
B.	A landform or topographical feature of local or regional interest		
C.	A floodplain (If "yes", attach two copies of a typical stream valley cross-section showing the channel of the stream, the 100-year floodplain limits and the floodway limits (if officially adopted), of each side of the channel and a cross section of the area to be developed.)		
D.	An area of soil instability greater than 18 percent slope and/or organic soils, peaks, or mucks at or near the surface		
E.	An area of bedrock within six feet of the soil surface		
F.	An area with groundwater table within ten feet of the soil surface		
G.	An area with fractured bedrock within ten feet of the soil surface		
H.	An area of gravel extraction		

I.	A drainageway for five or more acres of land		
J.	Lot coverage of more than 50 percent impermeable surfaces		
K.	Prime agricultural land		
L.	Wetlands and marshes		
M.	Land elevation below 870 or above 1,000 in the low zone, or land elevation below 934 or above 1,064 in the high zone (U.S.G.S. datum)		
N.	Mapped environmental corridors		
O.	Are there HazMat concerns about this site? If so, has a HazMat Phase I investigation been completed for this site?		
II.	Water resources. Does the project involve:		
A.	Location in an area traversed by a navigable stream or dry run		
B.	Greater than ten percent change in the capacity of a stormwater storage facility or flow of a waterway within one mile		
C.	The use of septic tank for on-site waste disposal		
D.	Lowering of water table by pumping or drainage		
E.	Raising of water table by altered drainage		
F.	Lake frontage		
G.	Land use activity that may place the village water supply at risk because of site proximity to a public water supply		
III.	Biological resources. Does the project site involve:		
A.	Critical habitat for plants and animals of community interest		
B.	Endangered, unusual or rare species as identified in the Wisconsin Natural Heritage Inventory		

C.	Removal of over 30 percent of the present trees on the site		
IV.	Human and scientific interest. Does the project site involve:		
A.	An area of archeological interest (as noted in state historical society records or by an on-site survey)		
B.	An area of geological interest		
C.	An area of hydrological interest		
D.	An area of historical interest		
1.	Historic buildings or monuments		
2.	Buildings or monuments of unique architecture		
V.	Energy, transportation and communications		
A.	Does the development increase traffic flow on any street by more than ten percent?		
B.	Is the development traversed by an existing or planned utility corridor? (Gas, electrical, water, sewer, storm, communications)		
C.	Is the site subject to Trans 233 review for properties adjacent to state highways?		
VI.	Population		
A.	Does the development increase by more than ten percent the school population of any school serving the development?		
VII.	Comments on any of the above which may have significant impact		
VIII.	Appendices and supporting material		

(4) *Determination of need for expanded environmental assessment.* The environmental assessment checklist shall be reviewed by the plan commission at its next regular meeting following submittal. The plan commission may, at that time, for reasons stated in a written resolution setting forth specific questions on which it requires research, data and input from the

developer and other affected persons, decide that the preliminary environmental assessment raises unusually significant questions on the effects on the environment and that review by other village committees and commissions is required and/or that an unusually high level of citizen interest has resulted from questions raised in a preliminary assessment. The listing of questions can include items that this chapter already enables the commission to obtain, or it may include additional information that is relevant to the questions specified in the resolution. The resolution may also request data on the specific impact questions from other governmental agencies or from the developer or applicant. The resolution shall set a reasonable date for the return of the requested data and information, and it may specify the format in which the data is to be presented.

- (5) *Hearing on environmental assessment report.* Following the return to the plan commission of the data required in the resolution adopted under the section above, the commission shall make such report available for scrutiny by the applicant or petitioner, by village departments, commissions and committees and by other interested persons or agencies. The plan commission may schedule and hold a public hearing on the findings of the report. The hearing shall be preceded by a Class I notice under Wis. Stats. ch. 985. Persons attending such hearing shall be afforded an opportunity to comment on the report.
 - (6) *Review.* The plan commission shall review the environmental assessment report, with supporting data, department and committee reviews and any other data required for determining the suitability of the land for the proposed development. Within 45 days after submission to the plan commission of the final expanded environmental assessment report, the plan commission shall decide whether said land is suitable for development and proceed as required by subsection 17-4(c)(3).
- (b) *Preliminary plat.* The preliminary plat shall be submitted in 15 copies at a scale of not more than 100 feet to one inch, and shall show correctly on its face:
- (1) *Description.*
 - a. Name of the proposed subdivision;
 - b. Name, address and telephone number of the owner, subdivider, engineer, land surveyor and land planner;
 - c. Date, graphic scale and north point;
 - d. Location of the proposed subdivision by government lot, quarter section, township, range and county, and a location map showing the relationship between the plan and its surrounding area.
 - (2) *Existing conditions.*
 - a. Contours at vertical intervals of not more than two feet for a slope less than ten percent and five feet for a slope of ten percent or more;
 - b. A scaled drawing of the exterior boundaries of the proposed subdivision referenced to a corner established by the U.S. Public Land Survey, and the total acreage encompassed thereby;
 - c. Location of existing property lines, buildings, drives, streams and watercourses, dry runs, lakes, marshes, rock outcrops, wooded areas, environmental corridors, and other similar significant features within the parcel being subdivided;
 - d. Location, right-of-way width and names of any adjacent existing streets, alleys or other public ways, easements, and railroad and utility rights-of-way within or adjacent to the proposed subdivision;
 - e. Type, width and elevation of any adjacent existing street pavements, together with any legally established centerline elevations, for streets located outside the village limits;

- f. Water elevations of adjoining lakes or streams at the date of the survey, and known or determined high and low water elevations and boundaries of the 100-year floodplain and floodway;
- g. Subsurface soil, rock and water conditions including depth to bedrock and average depth to groundwater table;
- h. Location, size and invert elevation of any existing sanitary and storm sewers, culverts or drain pipes and the location and size of any existing water and gas mains on or adjacent to the plat and proposed for use in the development. If sewers and water mains are not present on or adjacent to the preliminary plat, the distance to the size of those nearest and the invert elevations of sewers shall be indicated;
- i. Location and names of adjacent subdivisions, parks and cemeteries;
- j. Existing land use and zoning included within or adjacent to the proposed subdivision.

(3) *Proposed conditions.*

- a. Location, width and name of all proposed streets and walkways;
- b. Layout and scale dimensions of all lots and proposed lot and block numbers;
- c. Draft of proposed covenants (if any) to be imposed;
- d. Location and approximate dimensions of any sites to be reserved or dedicated for parks, playgrounds, greenways or other public uses or which are to be used for group housing, shopping centers, church sites or other nonpublic uses;
- e. Plans and profiles for streets, walkways, greenways and public easements, showing existing ground surface and proposed grades, including extensions for reasonable distance beyond the limits of the proposed subdivision, when requested, shall be submitted with the preliminary plat for plats containing areas in excess of five percent slope and/or with areas containing wetlands, floodplains, or areas of closed drainage. Otherwise the plans and profiles shall be submitted with the final plat;
- f. When requested by the village engineer, because of concern about drainage, groundwater and tree cover, a lot grading plan showing proposed contours at vertical intervals of not more than two feet.

(c) *Final plat.* The final plat of the proposed subdivision shall comply with the requirements of Wis. Stats. ch. 236, and subsection 17-5(3) of this chapter. The plat shall be accompanied by plans and profiles required by subsection 17-6(b)(3)f., if these were not submitted with the preliminary plat.

(d) *Comprehensive development plan.* The CDP, as provided for in subsection 17-5(4), shall be submitted in ten copies at a scale of not more than 200 feet to one inch and shall show all lands under the control of the applicant which are contiguous or separated only by existing public roads, or railroad rights-of-way. The plan shall show:

- (1) The items under required preliminary plat data in subsections 17-6(b)(1), 17-6(b)(2) and 17-6(b)(3)d;
- (2) All proposed collector and arterial streets;
- (3) All proposed stormwater drainage facilities;
- (4) Projected population broken down by single- and multifamily units;
- (5) A further breakdown of multifamily units by the number of bedrooms on a percentage basis;
- (6) The development schedule indicating the approximate timing of the proposed development;
- (7) A preliminary plat meeting the requirements of this chapter may be submitted after a minimum of 20 days after submittal of the comprehensive development plan for that portion of land to be developed in the first stage.

(e) *Minor subdivision (certified survey map).*

- (1) The certified survey map shall be prepared by a registered land surveyor and shall comply with the provisions of Wis. Stats. § 236.34, and subsections 17-6(b) and (c) of this chapter.
- (2) The certificate of approval shall be placed on the face of the map.
- (3) When a dedication of land is required, the village board resolution accepting the dedication and approving the map shall be placed on the face of the map.

(Ord. No. 090412-01, § 1, 9-4-2012)