

## Chapter 23

### LAND DIVISIONS AND CONSOLIDATIONS BY CERTIFIED SURVEY MAP



23.01 Purpose

23.02 Certified Survey Map

**23.01 Purpose** This ordinance is intended to regulate and control the division of land within the corporate limits of the Village of Shorewood Hills in order to promote the public health, safety and general welfare, to encourage the most appropriate use of land, to provide the best possible living environment for people and to conserve the value of buildings placed upon the land by: furthering the orderly layout and use of land; insuring proper legal description and proper monumenting of land; preventing overcrowding of land and avoiding undue concentration of population; lessening congestion in the streets and highways; securing safety from fire, flooding, water pollution and other hazards; providing adequate light and air; facilitating adequate provisions for transportation, water, sewerage, schools, parks, playgrounds, open space, storms water drainage, the conservation of land, natural resources, scenic and historic sites, energy, and other public requirements; facilitating further re-subdivision of larger parcels into smaller parcels when appropriate; insuring enforcement of the development concepts, policies and standards delineated in Village Master Plans and related components, the Parks and Open Space Plan,

the Zoning Code and Erosion Control and Storm Water Runoff regulations, and the building code of the Village of Shorewood Hills.

**23.02 Certified Survey Map (1) USE OF CERTIFIED SURVEY MAP** (a) A Certified Survey Map prepared and recorded in accordance with Sec. 236.34, Wis. Stats. and the requirements of this Chapter, and having been approved by the Board of Trustees, may be used to divide or consolidate lands. The division or consolidation shall include lot(s), outlot(s), parcel(s), or other lands previously recorded with the Dane County Register of Deeds, including those recorded by a metes and bounds description.

(b) The Certified Survey Map shall include the entire original parcels of land owned or controlled by the applicant(s), including those proposed for division or consolidation. A certification of approval of the Certified Survey Map by the Board of Trustees shall be inscribed legibly on the face of the map. A certificate of the Village Clerk stating that there are no unpaid special assessments or taxes on the lands shall also be inscribed legibly on the face of the Certified Survey Map.

(c) The applicant for a land division or consolidation shall file twenty (20) acceptable reproductions of a Certified Survey Map and the original with a written application requesting approval with the Village Clerk at least five (5) days prior to the meeting of the Plan Commission.

**(2) REFERRAL TO PLAN COMMISSION.** (a) The Village Clerk shall transmit copies of the map and letter of application to the Plan Commission.

(b) The Plan Commission shall refer the application and map to appropriate Village commissions and departments, for their review and recommendations concerning matters within their jurisdiction, as the Commission shall deem necessary.

© The map and application shall be reviewed by the Plan Commission for conformance with this Chapter and all Village ordinances, rules, regulations, and the comprehensive plan.

(d) The Plan Commission may schedule a public hearing on the proposed land division/consolidation before taking action. In such case, the Village Clerk shall give notice of the proposed land division to property owners within the area in which the land division is proposed as shall be deemed necessary.

(e) The Plan Commission shall, within sixty (60) days from the date of filing of the Certified Survey Map, recommend approval, conditional approval or rejection of the map and shall transmit copies of the Certified Survey Map and application along with its recommendations to the Board of Trustees.

**(3) BOARD OF TRUSTEES REVIEW AND ACTION.** (a) The Board of Trustees shall approve, approve conditionally and thereby

require re-submission of a corrected Certified Survey Map or reject such Certified Survey Map or resubmitted Certified Survey Map within ninety (90) days from the date of filing of the map unless the time is extended by agreement with the applicant(s).

(b) If the map is rejected, the reason shall be stated in the minutes of the meeting and a written statement forwarded to the applicant(s).

© If the map is approved, the Board of Trustees shall cause the Village Clerk to so certify on the face of the original map and return the map to the applicant(s).

**(4) RECORDATION.** (a) The applicant(s) shall file a copy of the approved Certified Survey Map together with the approving resolution with the County Register of Deeds within sixty (60) days of the date of the resolution of approval. All recording fees shall be paid by the applicant(s).

(b) No building permits shall be issued and no improvements shall be made on these lands until the certified survey is recorded and a document recording number is filed by the applicant(s) with the Village Clerk.

**(5) COMPLIANCE WITH STATUTES.** Section 236.34, Wis. Stats. is adopted by reference as part of this Chapter.