

Town of Lafayette  
**PARKS, RECREATION TOURISM AND LAND USE 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: \_\_\_\_\_

**SECTION 2: AGENT / CONTRACTOR**

(Please PRINT)

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

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**SECTION 3: PARCEL INFORMATION**

Town of: \_\_\_\_\_

Closest Address: \_\_\_\_\_

Current Zoning District: \_\_\_\_\_

City: \_\_\_\_\_

Parcel Number or Legal Description: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

**SECTION 4: EXPLANATION**

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

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**GENERAL INSTRUCTIONS**

1) Completion of this Review Application and supporting documentation:

- Photocopy of sealed / stamped CSM drawing\*
- Aerial photo of the parcel\*
- Topographic map\*

\* 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 197<sup>th</sup> Street, Chippewa Falls, WI 54729, or via email to: [lafayette@lafayettetownship.org](mailto:lafayette@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 and Land Use 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

2022

January 3, 2022	January 10, 2022
February 7, 2022	February 14, 2022
March 7, 2022	March 14, 2022
April 4, 2021	April 11, 2022
May 2, 2022	May 9, 2022
June 6, 2022	June 13, 2022
July 5, 2022	July 11, 2022
August 1, 2022	August 8, 2022
September 6, 2022	September 12, 2022
October 3, 2022	October 10, 2022
November 7, 2022	November 14, 2022
December 7, 2022	December 12, 2022

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: \_\_\_\_\_