

**TOWN OF FRANKLIN
CERTIFIED SURVEY MAP (CSM)
APPLICATION**

CSM Filing Fee\$300
(fee is nonrefundable after application is submitted)

Property owner(s) Name & Address _____

Phone _____ fax# _____

Petitioners Name & Address _____

Phone _____ fax# _____

Email address/ Cell Phone of contact person: _____

Location of CSM _____

Parcel(s) numbers _____

Property shown on Franklin Land Use Plan as _____

Total acreage of CSM _____

Total number of lots _____

The following materials must be submitted with the certified survey map. The application is not considered complete and ready for review until all materials are submitted and deemed satisfactory by the Town:

- _____ Application and Filing fee
- _____ Any Zoning changes required?
- _____ Comprehensive plan changes required?
- _____ This Application Form, a Digital File and Five (5) 8 1/2" x 14" copies of the CSM
- _____ Soil testing results (if necessary)
- _____ Storm water runoff and erosion control plans
- _____ Preliminary Street plans and profiles (if applicable)

No escrow fees will be charged, but the land divider will be responsible for any additional legal or administrative costs incurred by the Town.

The CSM shall show the following information correctly on its face:

- _____ Existing zoning on and adjacent to the proposed land division.
- _____ Land Use Plan designation on the face of the CSM
- _____ All existing building, watercourses, drainage ditches and other features pertinent to proper division.
- _____ Setbacks or building lines required by the Town Board.
- _____ Date of map
- _____ Graphic scale
- _____ Name, address and phone number of the owner
- _____ Square footage for each lot or parcel
- _____ Any and all easements, including types and widths

1. The surveyor shall certify on the face of the map, full compliance with all of the provisions of this ordinance. The Town Board, after a recommendation by the reviewing agencies, shall certify its approval on the face of the map.
2. Dedication of streets and other public areas shall require the owner's certificate and the mortgagees' certificate in substantially the same form as required by Wis Stats. Section 236.21 (2) (a).
3. The subdivider shall record the map with the Manitowoc County Register of Deeds Office within thirty days of its approval by the Town Board and any other approving agencies and return a final recorded copy to the Town. Failure to do so shall necessitate a new review and re-approval of the map by the Town Board.
4. A Town representative will call you when we have approved and are ready to sign the original.

Office use only

Has pre-application consultation been completed? _____

Date CSM was filed _____

Time CSM was filed _____

Person certifying date and time of submittal _____

Application Number _____