

75.17 CERTIFIED SURVEY MAPS. (1)

Procedure.

(a) *Application.* Any land divider who shall divide land located in an unincorporated area of Dane County which results in a land division shall prepare a certified survey map in accordance with section 236.34 of the Wisconsin Statutes and all of the requirements in this chapter which may apply. All certified survey maps shall be submitted to the committee for approval and shall, after approval, be recorded in the office of the Dane County Register of Deeds.

(b) *Committee decision.* The committee shall, within thirty (30) working days after submission, approve, approve conditionally, or reject the certified survey map based on a determination as to its conformance with the provisions of this chapter. Authority to approve certified survey maps may be delegated by the committee to the planning staff serving the committee. In the event of rejection or conditional approval, the land divider may appeal the decision of the planning staff to the committee.

(2) *Preliminary plat requirement.* A preliminary plat, prepared in accordance with section 75.15, shall be submitted for review and approval prior to an approval of a certified survey map unless the preliminary plat requirement is specifically waived by the committee.

(3) *Data submission requirements.* Each certified survey map shall be prepared by a registered land surveyor at a scale of not more than 400 feet to one inch. The certified survey map shall be submitted by a letter of transmittal enclosing six (6) copies of the map. All certified survey maps shall include:

(a) The name and address of the individual dividing the lands.

(b) The date of the survey.

(c) A metes and bounds description referenced to a line and a corner of the U.S. Public Land Survey, or referenced to an adjoining recorded plat.

(d) The locations, rights-of-way widths and names of existing or proposed streets, alleys or other public way; easements and railroad and utility rights-of-way included within or adjacent to the proposed land division.

(e) The locations of existing property lines, buildings, drives, streams and water courses, lakes, marshes and other significant features within the parcel(s) being created. Buildings or structures and their locations on the parcels shall be dimensioned to the nearest 0.1 foot where the locations of such buildings or structures will be critical in relation to proposed property boundaries or to zoning yard requirements.

(f) The area(s) of the parcel(s) being created.

(g) Utility easements where requested.

(h) The approximate locations of existing on site sewage disposal systems.

(i) Access restrictions where applicable.

(j) When dedication of lands is required, a governmental jurisdiction certificate of acceptance provided legibly on the face of the map.

(k) When dedication of lands is required, an owner's certificate of dedication prepared in accordance with section 236.34(1)(e) of the Wisconsin Statutes provided legibly on the face of the map.

(L) The following certificate provided legibly on the face of the map: "Approved for recording per Dane County Zoning and Natural Resources Committee action of , by , Authorized Representative."

(m) The following certificate provided legibly on the face of the map: "As owners we certify that we caused the land described on this certified survey map to be surveyed, divided, mapped and dedicated as represented on this certified survey map. We also certify that this certified survey map is required by sec. 75.17(1)(a), Dane County Code of Ordinances, to be submitted to the Dane County Zoning and Natural Resources Committee." The certificate shall be signed by the owner, the owner's spouse and all persons holding an interest in the fee of record or by being in possession and, if the land is mortgaged, by the mortgagee of record and the signatures shall be authenticated or acknowledged in accordance with s. 706.06 or s. 706.07, Wis. Stats.