



**Conservation, Planning, and Zoning  
Department**  
**505 Broadway, Ste. 248**  
**Baraboo, Wisconsin 53913**  
**Phone: (608) 355-3245 Fax: (608) 355-3292**  
**www.co.sauk.wi.us**

Application Date Accepted: _____ Accepted By: _____ Supervisor District: _____
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**Development Application**

In order for applications to be processed, all information, survey drawings, application signatures and fees required must be submitted at the time of application. Please check the appropriate box below for the type of application being submitted:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Preliminary Subdivision Plat | <input type="checkbox"/> Final Subdivision Plat | <input type="checkbox"/> Other _____         |
| <input type="checkbox"/> Preliminary Condo Plat       | <input type="checkbox"/> Final Condo Plat       | <input type="checkbox"/> Condo Plat Revision |

**General Information**

Property Owner Name:	Home Phone:
Mailing Address:	Cell Phone:
E-mail Address:	
Surveyor Name:	Office Phone:
Mailing Address:	Cell Phone:
E-mail Address:	

**Site Information**

Subdivision Development Name:	
Parcel ID(s):	
Property Description:	¼      ¼      Section      , T      N, R      E,
Town of:	Total site area:
Overlay District:	<input type="checkbox"/> Shoreland <input type="checkbox"/> Floodplain <input type="checkbox"/> Airport
Current Zoning:	
Proposed Zoning:	
Present Use of Property:	
Proposed Use of Property:	
Applicable Ordinance Section(s):	
Ordinance Description:	

- Yes  No The proposed plat is associated with a rezone petition. *Petition No* \_\_\_\_\_
- Yes  No The proposed plat abuts/adjoins a county highway. *Highway* \_\_\_\_\_
- Yes  No The proposed plat abuts/adjoins a state highway. *Highway* \_\_\_\_\_
- Yes  No The proposed plat will be served by a public sewer.
- Yes  No The proposed plat lies within the extra-territorial plat authority of a city or village.
- Yes  No The proposed plat is compliant with the local Town Comprehensive Plan.
- Yes  No The proposed plat has significant features like shoreland, wetland and/or floodplain.

### General Application Requirements

<b>Applications will not be accepted until the applicant has met with department staff to review the application and determine if all the necessary information has been provided. All information from the checklist must be provided to the Department to be considered a complete application.</b>
<input type="checkbox"/> Completed Development Application Form.
<input type="checkbox"/> A completed Land Use Permit Application Form with appropriate fee, payable to Sauk County CPZ.
<input type="checkbox"/> Review Fees. Recording Fees may be provided at time of application.
<input type="checkbox"/> A written narrative of the proposed development.
<input type="checkbox"/> 8 Copies of proposed plat.
<input type="checkbox"/> Landscaping Plan, if applicable.
<input type="checkbox"/> Stormwater and Erosion Control Plan, if applicable.
<input type="checkbox"/> A detailed proposal including covenants, agreements, or other documents showing the ownership and method of assuring perpetual maintenance of land to be owned or used for common purposes.
<input type="checkbox"/> Plat shall be signed and sealed by a registered surveyor and should include a legal description, computation of the total acreage of the site and any other requirements as defined by Wisconsin State Statutes Chapter 236 and Sauk County Code Chapter 22.
<input type="checkbox"/> Any other information as required by the zoning administrator to explain the request.

### Certification

I certify by my signature that all information presented herein is true and correct to the best of my knowledge. I give permission for the staff of the Sauk County Conservation, Planning, and Zoning Department to enter my property for the purpose of collecting information to be used as part of the review and approval process. I understand that the review fee is a non-refundable, regardless if the plat is approved or denied. I understand that the fee for this application is only for the review request and if permits are required for the project that those will require separate application(s) and/or fee(s). I understand that partial or incomplete applications will be returned to the applicant resulting in the application being removed from the hearing agenda and the submittal deadlines will restart. I further agree to withdraw this application if substantive false or incorrect information has been included.

Applicant/Surveyor \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_