

CERTIFIED SURVEY MAP CHECKLIST

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Applicable
Completed

Professional Land Surveyor Name

Survey was ordered by

Zoning Section

- 1. Names of proposed and adjoining streets, highways, parks, cemeteries, and subdivisions.
- 2. Location of proposed existing and proposed driveways, and labeled.
- 3. Location of water features; lakes, streams, flowages, drainage ditches and ponds.
- 4. Navigable waters: Approximate ordinary high water mark identified on map. Following statement must be on face of map; "Any land below the ordinary high water mark of a lake or a navigable stream is subject to the public trust in navigable waters that is established under article IX, section 1, of the state constitution."
- 5. 236.025 Show location of the Ordinary High Water Mark (OHWM) that has been determined by the Department of Natural Resources (DNR) or otherwise determined pursuant to law. An approximate OHWM may be shown on the face of the map with a statement that the mark is shown for reference only.
- 6. Wetland Boundaries from the DNR Wetland Inventory Map shown on map with statement "scaled from DNR Wetland Inventory Maps"
- 7. Wetland Boundaries different than approved DNR Wetland Inventory maps required to be accompanied with a delineation report and signed letter by ACOE. Map must also have statement on face referencing the wetlands are shown pursuant to approved delineation and date.
- 8. Regional floodplain boundary shown on map.
- 9. Floodplain study completed on property, floodplain elevation shown, 2 ft above the base flood elevation contour shown, and benchmark established on property.
- 10. Mapped A Zone with no study, Floodplain shown on map is scaled from the approved Fema Map with note: "The mapped "A Zone" floodplain is scaled from the approved 2010 FEMA Flood insurance Rate Maps. No flood study has been done and for any development a flood study may be required."
- 11. Location of wells, septic tanks, drainfields are shown on maps.
- 12. Location of soil borings required by DSPS 385 or DSPS 383 of the Wisconsin Administrative Code shown on maps.
- 13. Town Zoned.
- 14. NO Zoning.
- 15. Location of existing buildings and structures with setbacks to the property lines when less than 50 feet.
- 16. Property is subject to Marathon County Zoning
District: _____ *Minimum lot size:* _____ *Minimum Street Frontage:* _____
- 17. Rezone of property is required for land division.
- 18. Property is subject to Farmland Preservation regulations.
- 19. Farmland Preservation Farm Consolidation. Buildings constructed prior to January 1, 2014.
- 20. Farmland Preservation Consolidation; Minimum lot size of 2 acres but no more than 4.99 acres.
- 21. Farmland Preservation Consolidation: Proposed parcel is 5 acres to 10 acres in size, Conditional use permit issued for land division.
- 22. Access to each lot is 66 foot easement, or ownership of 66 ft (County Zoned Municipality) 33 feet in other Towns.
- 23. Town Access control, Town approval for access location
- 24. Marathon County Highway Department access approval. Location shown on map and copy of County Highway approval. **(10 Day wait)**
- 25. WI DOT approval of access. Sent to DOT for review
- 26. Marshfield/McMillan joint area review: Sent to joint committee for review and comments.
- 27. Any proposed deed or plat restrictions.

Zoning Portion of CSM will **NOT** be approved until the above, following, or attached information is submitted or explained.

Zoning Portion of CSM **APPROVED**. Future submittals must address following comments:

Zoning Portion of CSM Approved _____

Marathon County Zoning

_____ Date

- 28. 236.34 (1)(a) Original map with stamp, signature, and date on all pages.
- 29. Mathematical closure of 1/3,000 or better for exterior and interior lots, outlots or other areas.
- 30. 236.34 (1)(b) All lot, outlot or other area corners, including meander corners, shall be monumented in accordance with 236.15 (c)(d) and (g) or a waiver is required from Plat Review.
- 31. Identify all monuments. State material, length weight per lineal foot, outside diameter, and found or set in legend. Show all monuments used to determine the parcel and show bearing and distance in relationship to the surveyed parcel.
- 32. Ties to at least two US Public Land System corners within ¼ section by bearing and distance. Include ALL PLSS corners used to determine any boundary. (*i.e. show breakdown of ¼ section if establishing an interior forty line*)
- 33. 236.34 (1)(c) Map needs to be prepared with a graphic scale of not more than 1"=500' on durable white paper with a non-fading black image, with correct margins. All sheets need to be titled "Certified Survey Map" and if more than one sheet, all sheets shall be numbered as "Sheet _ of _ Sheets".
- 34. Identify name(s) of owner(s) of parcel to be surveyed and the name of the client if different.
- 35. Identify all adjoining lands. State if the lands adjoining the surveyed parcel(s) have been platted (C.S.M., Plat of Survey, Plat, or Unplatted). Identify ownership as owned by others, owned by divider, or specify the owners by name.
- 36. 236.20 (2) Show exact length and bearing of all exterior and interior boundary lines. Show "recorded as" bearings and distances if different.
- 37. Show meander line bearing and distance along with bearing and distance from meander line to water's edge.
- 38. Identify all easements. If previously recorded, show Volume and Page. If not recorded, must have easement validation note. Must show width always and bearing and distance of exterior or centerline if not parallel to boundary.
- 39. Identify U.S. Public Land System lines (*section lines, quarter – quarter line, etc.*).
- 40. All lots and outlots need to be consecutively numbered and area shown to the nearest square foot.
- 41. Show adjacent streets, names, and street right angle widths. If nothing is on record, have statement explaining how the location and width of the Right-of-Way was established (*Per Statute 82.18, previous surveys, field evidence, etc.*).
- 42. The dedication of streets and other public areas shall require in addition, the owner's certificates, mortgagee's certificate, and certification of approval by the town board in substantially the same form as required by Wis. Stat. 236.21(2)(a).
- 43. North arrow and a bearing being referenced to magnetic, true or other identifiable direction related to a boundary line of the quarter section that the survey is located.
- 44. 236.20 (3) Curve information, on curve or in a table. Include: radius, chord length, chord bearing, central angle, arc length, and tangent bearing or direction both in description and on face of map. Show main chords as dashed or dotted.
- 45. 236.34 (1) (d) A Surveyor's Certificate including who directed the survey, a description of the land surveyed by G.L. ¼ ¼ section, Section, Township, Range, Town and County, a statement that the map is a correct representation of the land surveyed, and a statement that the surveyor has complied with any state, county, or local ordinances.
- 46. "Metes and Bounds" description commencing at a section or quarter section corner that is not the center of section or a Lot and block description if the land is located in a recorded subdivision that has been previously properly tied to a quarter section line.
- 47. Signature blocks from other municipalities who require review.
- 48. Other Comments.

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Survey Portion of CSM Approved _____
Marathon County Surveyor _____
Date