

LAND SPLIT/COMBINATION AND SURVEY MAP ORDINANCE

ORDINANCE No. 11-06 TOWN OF LANARK PORTAGE COUNTY, WI

The Town Board of the Town of Lanark, Portage County, Wisconsin, do ordain as follows:

Section One: This Ordinance is entitled "Land Split/Combination and Survey Map Ordinance." Pursuant to Section 60.22 of the Wisconsin Statutes, the Town of Lanark is authorized to be in charge of all affairs of the town, has charge of any action to which the town is a party and as authorized under 60.10(2)(c) may exercise powers relating to villages.

Section Two: The goal of this Ordinance is to establish a practical policy for the approval of land splits/combinations and the review of survey maps and plats before land owner submission of changes to the Portage County Planning and Zoning Department and to the Portage County Register of Deeds.

Section Three: The Town Board of the Town of Lanark has adopted a policy for the review of Certified Survey Maps which will be incorporated into this ordinance. **All land splits, land combinations and all surveys, regardless of size,** must be submitted to the Town of Lanark for initial approval. Surveys of existing parcels without any land splits or combinations will follow the procedure outlined under Section Four, paragraph 5.

Section Four: It shall be the policy of the Town of Lanark that anyone wishing to make changes to an existing parcel, whether by division or combination shall contact the Town Clerk for the proper procedure.

1. A written proposal with a preliminary sketch/map or CSM shall be submitted to the Town Clerk.
2. a. All parcels to be split or combined shall in general have a minimum depth to width ratio of 3:1, and resulting parcels of 20 acres or more will be considered on a case-by-case basis.
b. Flag Lots. The stem of a flag lot shall not be greater in length than the quarter-quarter section/government lot in which it is located and shall not be less than 33' in width at its narrowest point except with the approval of the Town Board.
3. The Town Plan Commission will review the proposal at a regularly scheduled meeting at which time the surveyor or landowner may be present to explain the proposal and answer any questions. The Commission will make a recommendation to the Town Board regarding the proposal.
4. The Town Board will review the proposal and recommendation from the Plan Commission at a scheduled meeting and make the final decision on the proposal. The Town Clerk will prepare a written document on the decision to be sent to the County Planning and Zoning Department.
5. If at either the Town Plan Commission or Town Board meetings more information is necessary before a decision can be made, the process may be postponed to another meeting until such time that the information is obtained.

6. Final Certified Survey Maps will be sent to the Town Clerk before filing with the Register of Deeds Office. The CSM will be reviewed by the Town Clerk for any changes to the original approval by the Town Board. The Town Chairperson and the Town Clerk will sign the CSM Certificate for approval.
7. All land splits or combinations and all surveys filed with the County Register of Deeds office shall be presented to the Plan Commission for review and notation on the appropriate town map at their next meeting.
8. Notices for the Plan Commission and Town Board meetings that will address a land split or a land combination shall contain the name of the property owner, the parcel number and location (road address) of the property, and a description of the request noting the zoning district and acreages.

Section Six: This Ordinance as amended shall take effect upon passage by a majority vote of the members-elect of the Town Board and be posted as required by law.

Approved and Adopted this _____ day of _____, 2009.

Theodore Marquardt, Town Chairman

Michael Pagel, Supervisor

William McKee, Supervisor

Attest:

Cheryl Leatherman, Town Clerk

Posted: _____