



FOR OFFICE USE	
Application #	
Permit fee	\$150
Receipt #	
Account #	101-34102
Date Received	

Certified Survey Map Application (4 lots or less)

PROPERTY OWNER		SURVEYOR/APPLICANT			
Name:		Name:			
Mailing Address:		Company:			
City/State/Zip:		Address:			
Phone:		City/State/Zip:			
Email:		Phone:			
		Email:			
PROPERTY & PROJECT INFORMATION					
Parcel Number:					
Site Address/Location:					
Current Zoning:		Proposed Zoning:			
Number of lots/outlots:		Total acreage/square feet:			
Reason for proposed certified survey map:					
SUBMITTAL INCLUDES					
<ol style="list-style-type: none"> Completed application form and fee (check made payable to Village of Little Chute) Digital copy of the proposed certified survey map in pdf format Drainage plan (if applicable) submitted in pdf format 					
APPLICANT STATEMENT					
<p>I certify that the information provided on this form is complete and accurate and hereby agree to comply with all applicable statutes of the State of Wisconsin and ordinance of the Village of Little Chute, Wisconsin. I further understand that the issuance of this permit creates no legal liability, express or implied, on the Village of Little Chute.</p>					
Owner/Agent Signature:			Date:		

Village of Little Chute
108 W Main St.
Little Chute, WI 54140

Community Development Department
PH: (920) 423-3870
Email: jessica@littlechutewi.org

CERTIFIED SURVEY MAP REQUIREMENTS

Per Municipal Code Section 42-62, the certified survey map shall include the following:

- ☐ All information required by Wis. Stats. § 236.34.
- ☐ All existing buildings, watercourses, drainage ditches and other features pertinent to proper land division.
- ☐ The existing dimensions of all buildings from proposed property lines.
- ☐ All land reserved for future acquisition.
- ☐ The date of the map.
- ☐ Graphic scale and north arrow.
- ☐ The name and address.
- ☐ The square footage of each parcel.
- ☐ The present zoning for the parcels.
- ☐ The utility and/or drainage easements.
- ☐ The entire area contiguous to the proposed certified survey map owned or controlled by the subdivider shall be included on the certified survey map even though only a portion of said area is proposed for immediate development. The plan commission may waive this requirement where it is unnecessary to fulfill the purposes and intent of this article and severe hardship would result from strict application thereof.
- ☐ All distances and bearings shall be referenced to the Wisconsin Coordinate System, South Zone, and adjusted to the village's control survey.
- ☐ The surveyor shall certify on the face of the certified survey map that he has fully complied with all the provisions of this article. The village board, after a recommendation by the reviewing agencies, shall certify its approval on the face of the map.

PLEASE NOTE: The subdivider shall record the certified survey map in the County Register of Deeds office within 24 months of receiving Village Board approval.