

# POLK COUNTY SUBDIVISION APPLICATION

NO.	
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**MAKE CHECKS (black ink) PAYABLE TO:**

Polk County Land Information Department  
 100 Polk County Plaza, Suite 130  
 Balsam Lake, WI 54810  
 715-485-9111, Mon- Fri, 8:30am-4:30pm

**COMPLETE ALL UNSHADED AREAS  
 INCOMPLETE APPLICATIONS/SURVEYS MAY BE RETURNED  
 PLEASE PRINT – BLACK INK AND RETURN ORIGINAL FORM  
 PLEASE ALLOW 30-60 DAYS TO PROCESS APPLICATION**

Property Address (Number & Street or Ave)
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Surveyor		
Address		
City	State	Zip
Phone Number	Mail receipt to Surveyor	<input type="checkbox"/> Yes <input type="checkbox"/> No
Previous owner	Date purchased	
Adjoining owner		
Adjoining owner		

Property Owner \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email (optional): \_\_\_\_\_

Phone number: \_\_\_\_\_

**LEGAL DESCRIPTION OF PARENT PARCEL**

Parcel # / Computer # -- See tax bill _____ - _____ - _____	Lot #	Subdivision/CSM #	Gov't Lot
_____ ¼, _____ ¼, Sec _____ / T _____ N / R _____ W		Town of: _____	
Size of Parcel: _____ X _____ = _____ SQ FT OR _____ Acres	Zoning District		

**Application for:**

<input type="checkbox"/> Major Subdivision (5 or more lots)	<input type="checkbox"/> Minor Subdivision (up to 4 lots)	<input type="checkbox"/> Legal Description/Condo Review
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**Additional Information:**

Number of Existing Lots: _____	Number of Proposed Lots: _____	Type of road access:
Net Project Area: _____ Sq. Feet	Stormwater & Erosion Control Plan: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> US or State Hwy <input type="checkbox"/> County Rd <input type="checkbox"/> Town Rd <input type="checkbox"/> Private Rd
Land Dedication: <input type="checkbox"/> Yes <input type="checkbox"/> No	Structures Present: <input type="checkbox"/> Yes <input type="checkbox"/> No	

**Approvals:**

Town Checklist: <input type="checkbox"/> Yes <input type="checkbox"/> No	State: <input type="checkbox"/> Yes <input type="checkbox"/> No	
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- Please attach all supporting documentation including but not limited to: CSM/Plat, town checklist, deeds, etc. with this application. All surveys must be done in compliance with the Wisconsin Survey Standards.
- I agree this application and all supporting documents have been examined by me and to my knowledge are complete, true, correct, and in compliance with Wisconsin Statute and Chapter 32 of the Polk County Code of Ordinances.
- I agree to permit county officials charged with administering county ordinances and other authorized personnel to have access to the above-described property at any reasonable time for inspections.

**Sign Here:** \_\_\_\_\_ Date: \_\_\_\_\_  Cash  Credit  Check # \_\_\_\_\_

COMMENTS: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_ Fee: \$ \_\_\_\_\_

Date Received:	County Surveyor: <input type="checkbox"/> Yes <input type="checkbox"/> No	Zoning: <input type="checkbox"/> Yes <input type="checkbox"/> No	Land & Water: <input type="checkbox"/> Yes <input type="checkbox"/> No	ES Committee: <input type="checkbox"/> Yes <input type="checkbox"/> No	Lake Classification <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3
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