



LAND DIVISION ORDINANCE-TOWN BOARD CHECKLIST

The Town Board of the Town of _____ has reviewed a subdivision proposed by _____ and assisted by _____, consisting of _____ lots or parcels located at the following address: _____ in Section _____ of your Town. Parcel # _____ - _____ - _____. If other parcel #(s) affected, please list: _____

Prior to County review, we require the Town Board to answer the following questions:

1. **N/A ROADS.** The Town **INTENDS TO ACCEPT** _____ **WILL NOT ACCEPT** _____ ownership of the streets and roads within the proposed subdivision. NOTE: (If some roads are to become town roads and others are to stay private, please indicate this here or on a map.) The following roads will be Town Roads: _____. The following roads will be private: _____.
2. **N/A ROAD STANDARDS.** The standards for right-of-way, design and construction of roads within the subdivision will be the minimum town road specifications as called for in the Town’s Subdivision Ordinance. If the Town has other requirements regarding right-of-way width, maximum and minimum grades, width, depth, and type of base material, paving requirements, specifications on shoulders, ditches, culverts, cul-de-sac radius, erosion control, fencing and plating of vegetative cover, etc. **please indicate that here/attach a separate sheet.**
3. **N/A LAND AND WATER CONSERVATION DEPARTMENT REVIEW.** We **DO** _____ **DO NOT** _____ want the County to send this subdivision to the Land and Water Conservation Department for calculation of watershed-drainage area, sizing of culverts, specification of drainage ways, water detention areas and erosion control features in accord with those calculations and other appropriate technical standards.
4. **N/A TOWN HAS RECEIVED ROAD INFRASTRUCTURE FINANCIAL ASSURANCE:** _____ **YES** _____ **NO**
Amount of Assurance: _____
5. **N/A TOWN HAS RECEIVED STORMWATER FINANCIAL ASSURANCE:** _____ **YES** _____ **NO**
Amount of Assurance: _____
6. **N/A ANY SPECIAL DEED RESTRICTIONS, DRIVEWAY AGREEMENTS, COVENANTS, HOA DOCUMENTS REQUIRED?** _____ **YES** _____ **NO** If so, please list: _____
7. **N/A PARKLAND DEDICATION.** Does the Town want any of the land within the subdivision to be dedicated to the Town for park purposes? _____ **YES** _____ **NO**
8. **ACCESS TO LOTS.** Do all the lots front on a public or private road/driveway easement? Has the driveway access points been approved? _____ **YES** _____ **NO**
9. **ADDITIONAL REQUIREMENTS:** _____

10. **CERTIFICATION.** The town board hereby certifies the proposed land division with the conditions above complies with the Town’s ordinance standards.

DATED THIS _____ DAY OF _____, 20____, by The Town Board of the Town of _____, St. Croix County.

_____ I attest that my signature represents the official position of the Town
(Town Clerk or Town Chair) on the checklist questions.