



APPLICATION FOR CERTIFIED SURVEY MAP

Fee: \$100 x \_\_\_\_\_ (# of lots) = \$ \_\_\_\_\_

1. Applicant's Name(s) \_\_\_\_\_  
First Middle Last

Address: \_\_\_\_\_  
Street City State/Zip

Phone Number: \_\_\_\_\_  
Home Office Cell

2. Interest in subject property: \_\_\_\_\_

3. Address or Parcel Number of proposed Certified Survey Map: \_\_\_\_\_

4. Legal description of subject property:  
Lot(s) \_\_\_\_\_  
Block(s) \_\_\_\_\_  
Addition \_\_\_\_\_  
Parcel # \_\_\_\_\_

5. The reasons for requesting the approval of such a Certified Survey Map are as follows: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. I(we), the undersigned, do hereby respectfully make application to the Plan Commission and City Council to approve the Certified Survey Map (CSM) as requested above.

Respectfully submitted this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Signatures: \_\_\_\_\_  
\_\_\_\_\_

CHECKLIST

1. Preliminary consultation with Plan Commission. Meeting date: \_\_\_\_\_
2. Submit final CSM 15 days prior to Final Review by Plan Commission. Date submitted: \_\_\_\_\_
3. Class two notice- two times, last notice being 7 days before Public Hearing.
4. City Clerk shall notice CSM as an Agenda Item giving name, address of property, and requested action. Date of Meeting before the Plan Commission: \_\_\_\_\_
5. City Clerk shall schedule a Public Hearing of CSM before Common Council. Date of Public Hearing before the Common Council: \_\_\_\_\_
6. City Clerk shall give notice as an Agenda Item for the Public Hearing giving name, address of property, and requested action.
7. City Clerk shall send Agenda/Notice to abutting property owners and property owners within 200 feet of the applicant's total parcel of said Public Hearing before the Common Council. (Ref: Ch. 18.12, Sect. 18.12.16)
8. Include DOT note regarding noise if CSM abuts US Highway 53.