



**SUBDIVISION APPLICATION**  
**Madison Plan Commission**

215 Martin Luther King Jr. Blvd; Room LL-100  
 PO Box 2985; Madison, Wisconsin 53701-2985  
 Phone: 608.266.4635 | Facsimile: 608.267.8739

Date Stamp

**\*\* Please read both pages of the application completely and fill in all required fields\*\***  
***This application form may also be completed online at [www.cityofmadison.com/planning/plan.html](http://www.cityofmadison.com/planning/plan.html)***

**1a. Application Type.** (Choose ONE)

- Preliminary Subdivision Plat       Final Subdivision Plat       Land Division/ Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: \_\_\_\_\_

**1b. Review Fees.** Make checks payable to "City Treasurer."

- For **Preliminary** and **Final Plats**, an application fee of \$200, plus \$35 per lot and outlot contained on the plat drawing.  
 For **Certified Survey Maps**, an application fee of \$200 plus \$150 per lot and outlot contained on the certified survey map.

**2. Applicant Information.**

Name of Property Owner: \_\_\_\_\_ Representative, if any: \_\_\_\_\_

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

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

Firm Preparing Survey: \_\_\_\_\_ Contact: \_\_\_\_\_

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

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

Check only ONE – **ALL** Correspondence on this application should be sent to:     Property Owner       Survey Firm

**3a. Project Information.**

Parcel Address: \_\_\_\_\_ in the City or Town of: \_\_\_\_\_

Tax Parcel Number(s): \_\_\_\_\_ School District: \_\_\_\_\_

Existing Zoning District(s): \_\_\_\_\_ Development Schedule: \_\_\_\_\_

Proposed Zoning District(s) (if any): \_\_\_\_\_ Provide a Legal Description of Site on Reverse Side

**3b. For Surveys Located Outside the Madison City Limits and in the City's Extraterritorial Jurisdiction:**

Date of Approval by Dane County: \_\_\_\_\_ Date of Approval by Town: \_\_\_\_\_

In order for an exterritorial request to be accepted, a copy of the approval letters from both the town and Dane County must be submitted.

Is the subject site proposed for annexation?     No     Yes    If YES, approximate timeframe: \_\_\_\_\_

**4. Survey Contents and Description.** Complete table as it pertains to the survey; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential			
Retail/Office			
Industrial			
Outlots Dedicated to City			
Homeowner Assoc. Outlots			
Other (state use)			
<b>TOTAL</b>			

Describe the use of the lots and outlots on the survey

OVER →