MARINETTE COUNTY
Certified Survey Map
Application/Checklist

Property Owner's Name	*Surveyor's Name*
Property Owner's Address	*Surveyor's Address*
Property Owner's Phone #	*Surveyor's Phone #*

_____ ¼ _____ ¼ S _____ T _____ N R _____ E or Gov't. Lot _____

Date Received _____ Fee Submitted _____ Receipt # _____

Copy to Local Municipality ☐ Yes ☐ No Date _____

Copy to County Surveyor ☐ Yes ☐ No Date _____

Copy to Marinette County Hwy. Dept. ☐ Yes ☐ No Date _____

☐ Approved ☐ Conditionally Approved ☐ Disapproved Date _____

Notified Surveyor of Approval, Conditional Approval or Disapproval ☐ Yes ☐ No Date _____

Original Presented for Signature ☐ Yes ☐ No

Digital Copy of Drawing File Received ☐ Yes ☐ No

_____ Total number of parcels including lots, outlots, private roads, etc. _____ (not more than 4).

_____ Date survey performed and map prepared by Wisconsin Registered Land Surveyor.

_____ Ratio of error in latitude and departure closure may not exceed 1'/3000'.

_____ Monuments flush with the ground at lot, outlot or meander line (iron pipes 24" long by 1" diameter, or solid square or round iron bars, min. wt. 1.13 lb./linear ft. required).

_____ Monuments shall be no less than 20' back from the ordinary highwater mark..

_____ All exterior boundaries shall be shown.

_____ All monuments, corners and other points established in the field shall be shown on the map or legend and shall indicate material used, kind of metal, diameter, length and weight per linear foot.

_____ Exact length and bearing of all exterior boundary, public ground, street, alley or lot lines. Easements not parallel to any survey line by center line distance, bearing and width. Previously recorded bearings and lengths shown "Recorded as _____."

_____ All lots and outlots in each block shall be consecutively numbered.

_____ Exact width of all easements, streets, alleys (abutting street and highway lines of adjoining plat shown in their proper location by dotted or dashed lines).

_____ All meander lines, with distances and bearings, and distances between intersections of meander line and lot line to the ordinary highwater mark shall be shown.

_____ North Point properly located; referenced to a magnetic, true or other identifiable direction related to the boundary line of quarter section, private claim or federal reservation in which map lies.

_____ Lot or outlot area in square feet/acreage.

_____ Street on circular curve; main chord bearing and length, radius of circle, central angle and both tangent bearings. Curve segments in the same manner. Circular curve of less than 30 ft. radius must be tangent to street lines and show at a minimum the radius and tangent length.

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_____ Name and address of owner of parcel being divided.
_____ Location of buildings, wells, septic, holding or pump tanks, drainfield vents, above ground drainfields.
_____ Easements or right-of-ways which adjoin or cross the property.
_____ Adjoining property information (vol., pg., Doc. #, CSM #, Plat, etc.).
_____ Water front lots shall include water elevation and benchmark for every 4 lots.
_____ Vision triangles identified for proposed new public roads intersecting state or county highways. Private roads intersecting state or county highways need approval of WDOT or Marinette County Highway Department.
_____ Tie by bearing and distance to a boundary line of ¼ section, recorded private claim or federal reservation in which map lies. Description of monuments (include details such as diameter, type of material, etc.) at the ends of the boundary line and the bearing and distance between them.
_____ USPLS Monument Records recorded in the County Surveyor's Office for each government corner shown.
_____ Graphic Scale _____ feet to an inch (not to exceed 500 ft. to an inch).
_____ 8 ½" wide by 14" long with 1 ½" binding margin and ½" margins on other sides. Non-fading black image on durable white paper or reproduced with photographic silver haloid image on double matte polyester film (4 mil thick).
_____ Sheets numbered ____ of ____ sheets if more than one sheet.
_____ Labeled CERTIFIED SURVEY MAP in prominent letters and location by government lot, private claim, ¼ - ¼ section, section, town, range, and county.
_____ SURVEYOR'S CERTIFICATE by whose direction survey, division and map made (signed, dated, registration #, sealed).
_____ A clear, concise description, by government lot, recorded private claim, ¼ - ¼ section, section, township, range and county. Metes and bounds description required or, if located in recorded plat that has previously been tied to a corner marked and established by the U.S. PLS, by lot and block number of subdivision. Commencing with a corner of the ¼ section (not center of section) in which the subdivision lies.
_____ Statement that map is a correct representation of all the exterior boundaries of the land surveyed and the division of it.
_____ Statement that Surveyor has fully complied with s.236.34, Stats.
_____ OWNER'S CERTIFICATE "As owner, I hereby certify that I caused the land described herein to be surveyed, divided, mapped and dedicated as represented on this Certified Survey Map" (signed, dated, witnessed, acknowledged).
_____ MARINETTE COUNTY APPROVAL CERTIFICATE "This Certified Survey Map has been reviewed and approved by the Marinette County Land Information Committee or the Administrator this _____ day of _____ 20_____."
_____ Wisconsin Department of Transportation (DOT) approval (if applicable).
_____ Comments received from Marinette County Highway Department _____

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COMMENTS _____

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