

# Town of Sparta Land Division

Any land division of 20 acres or less needs to go through the Planning Commission.

A land division of 5 or more lots is considered a subdivision, and must be platted.

Need 1.5 acre lot to build on- lot must be able to fit a 100' x 200' square.

Need 3.0 acres to have any AG animals.

Contact Monroe Co Zoning to make sure land is zoned properly. 608-269-8939

Have the CSM completed first.

Fill out the Town of Sparta application form for a Land Division.

Pay a fee of \$250 to Town of Sparta to meet with the Planning Commission.

Provide the Town Clerk with the application form, fee and copy of the CSM. It can be put in the drop box outside the town hall.

Planning Commission (PC) meets on first Tuesday of the month at 6:00 pm, only **as needed**.

The PC meeting and agenda have to be published in the paper a week before the meeting, so the clerk needs everything the last Monday of the month before the month of the PC meeting.

The PC will review the CSM to make sure it meets all town specifications, then recommend approval or denial to the Town Board. Someone must be present at this meeting to answer any questions.

The Town Board meets the second Tuesday of the month at 6:00 pm. They will approve or deny the CSM.

If approved, the chairman and clerk will sign the CSM and then the requester takes the CSM to the Register of Deeds office to file.

TOWN OF SPARTA  
MONROE COUNTY, WISCONSIN  
5724 HAMLET AVENUE  
SPARTA WI 54656  
spartatownship@monroecounty.com  
608-269-4830 - Town Hall

### APPLICATION FOR A LAND DIVISION

If a request has been made, the Plan Commission will meet the first Tuesday of a month at 6 PM.  
Deadline to submit a request is 20 days prior to the meeting.

Date Submitted: \_\_\_\_\_

Fee: **\$250.00** (Ck to Town of Sparta)

The Town Board meets every second Tuesday of each month at 6 PM.

Applicant \_\_\_\_\_ Phone No. \_\_\_\_\_  
printed name

Address \_\_\_\_\_ Email \_\_\_\_\_

Description of Project \_\_\_\_\_

Legal Description: Section \_\_\_\_\_ (17N R4 West) (18N R4 West) \_\_\_\_\_ 1/4 \_\_\_\_\_ 1/4

Applicant must attend both meetings to present the project to the committees.

Plan Commission Meeting (date) \_\_\_\_\_ @ 6:00 pm ACTION \_\_\_\_\_

Town Board Meeting (date) \_\_\_\_\_ @ 6:00 pm ACTION \_\_\_\_\_

Signature of Applicant \_\_\_\_\_ Printed Name \_\_\_\_\_

Public Hearing with Monroe County Planning & Zoning Department (date) \_\_\_\_\_  
DECISION \_\_\_\_\_

Town Clerk \_\_\_\_\_

PlanComm \_\_\_\_\_