

## Subdivision Plat Checklist-s.236.20 & Act 376

- The name of the place shall be printed thereon in prominent letters, and shall not be a duplicate of the name of any plat previously recorded in the same county or municipality. (check plat name database)
- Permanent non-fading black image on durable white media 22 x 30 inches
- The plat text and line-work must be legible and reproducible as per 59.43(2m). Seals or signatures reproduced on images complying with this paragraph shall be given the force and effect of original signatures and seals. (Electronic signatures are permitted per D. Frick County Surveyor on 9/12/2014)
- Wisconsin DOA Plat Review Certificate of No Objection (check for letter from DOA)
- Offered for recording within 12 months after the date of the last approval and within 36 months of the first approval
- Certificate from Surveyor, owner & treasurer (local & county)
- Approval of local authority (town, village or city clerk signing)
- If in unincorporated municipalities (towns) the County Land Review officer signature is required EXCEPT for the following six (6) townships: Berry, Blue Mounds, Bristol, Springfield, Sun Prairie and Westport (eff 12/29/2017 per Everson AZA).
- Legal description of land the plat is made from
- All lots and outlots within a block & throughout the plat are consecutively numbered
- Minimum 2.5 x 2.5 inch recording space
- Subdivision name on each page and pages numbered
- Note: Plat may not be folded/creased

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