



**APPLICATION FOR LOT LINE ADJUSTMENT
VILLAGE OF TWIN LAKES BUILDING INSPECTION**

108 E MAIN ST
TWIN LAKES, WI 53181

ph: 262-877-3700
fax: 262-877-4019

STAMP DATE RCVD

PROPERTY OWNER (S)

APPLICANT (OWNER'S AGENT)

Name (s)	Name
Mailing Address	Mailing Address
Phone Fax	Phone Fax
E-mail	E-mail

PROPERTY INFORMATION

Parcel #'s

Property Address/Location

Impervious surface coverage for each lot based upon proposed lot line adjustment:

PLEASE STATE REASON(S) FOR LOT LINE ADJUSTMENT REQUEST

Date **Owner/Agent Signature (Agents must provide written proof of authorization)**

Approved Conditionally Approved Denied

Building Inspector Signature **Date**

Comments/Conditions: _____

Summary of Lot Line Adjustment Requirements and Process

The owner/applicant shall consult with the Building Inspector prior to submittal of an application for the approval of a lot line adjustment to review the process, Municipal Code regulations and fees.

Lot Line Adjustment means an adjustment or relocation of property line(s) between adjacent lots that does not result in the creation of additional lots from what originally existed and where the development standards are reduced below the minimum requirements established by the zoning and subdivision ordinances.

The owner/applicant shall submit the following information to the Building Inspector:

1. A completed application form and \$50.00 fee.
2. One (1) copy of the plat of survey
3. Separate legal descriptions of each existing lot(s) included in the lot line adjustment.

The lot line adjustment will be administratively reviewed and approved by the Building Inspector for compliance with all applicable local regulations, any official mapping ordinances, the Comprehensive Plan for the area and Chapter AE7 of the Wisconsin Administrative Code.

The owner/applicant of a Lot Line Adjustment shall be responsible for the following:

1. Installation of new lot corners monumented in accordance Section 236.34(1) (b), Wisconsin State Statutes, except that newly placed monuments shall be at least 24 inches in length weighing not less than 1.13 lbs. /lineal foot set.
2. All recording fees.
3. Separate revised legal descriptions that accurately reflect the new legal descriptions of the proposed lots as they will exist after the lot line adjustment is recorded.
4. Providing the Building Inspector with one recorded copy of the deed or instrument and the plat of survey exhibit. This will constitute final Village approval of the lot line adjustment.