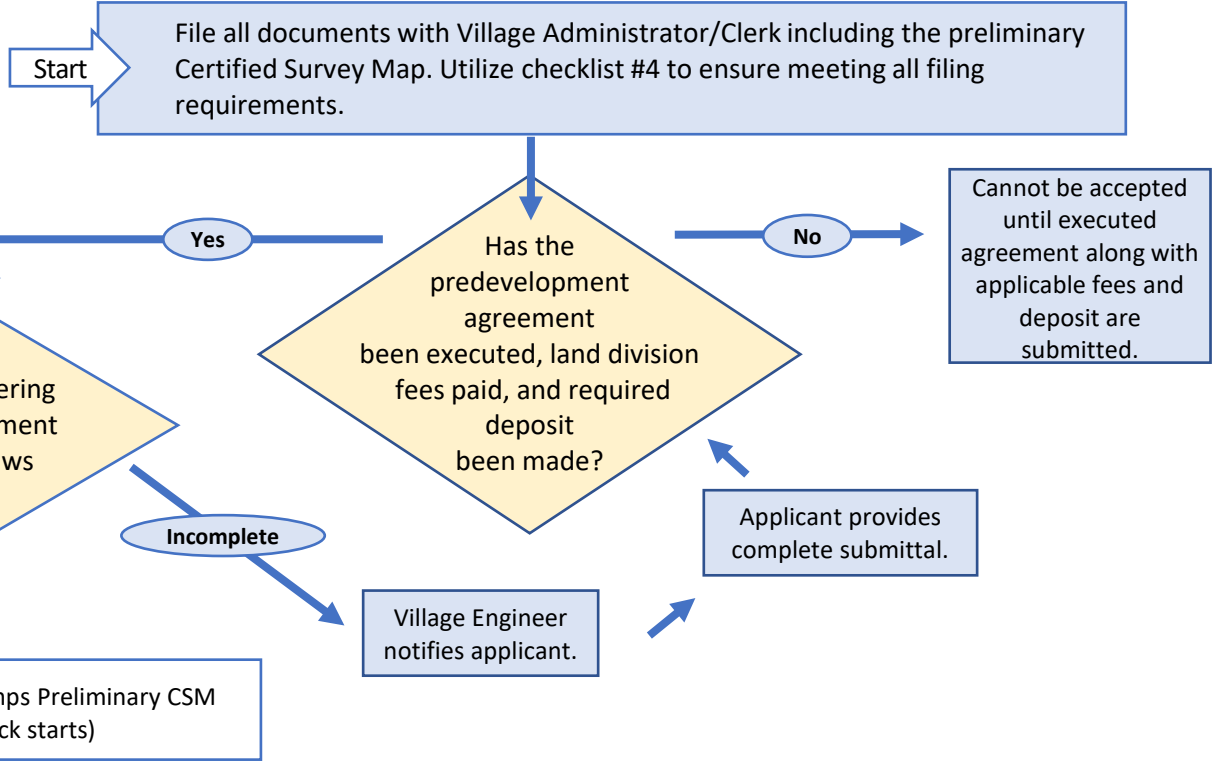




**CERTIFIED SURVEY MAP (CSM)
Submittal, Review, and Approval Flow**



- ↓ Within 15 days of a complete submittal the Village Engineer schedules a meeting with the Subdivider.
- ↓ Village Engineer may request staff from County and State agencies to review submittal and may schedule a site visit.
- ↓ Within 15 days of the meeting, the Village Engineer shall provide a written report informing the subdivider of any additions, changes, or corrections to the preliminary CSM.
- ↓ Plan Commission shall review and discuss the preliminary CSM along with the Engineer's written report. The public shall have an opportunity to speak as to the preliminary CSM. Notice of the meeting shall be provided to adjacent land owners by certified return receipt mail.
- ↓ Subdivider shall file 5 copies of the proposed final CSM with the Village and one copy with the Village Attorney (statutory clock starts). The Village Engineer shall provide copies of the CSM to the Village departments for review and comment. Village Engineer to provide documentation to the Plan Commission.
- ↓ Plan Commission meets. Subdivider shall provide written notice of the meeting to all property owners with 500 feet of the proposed division by certified return receipt mail. Village may also schedule a separate information meeting.
- ↓ Plan Commission issues recommendation to Village Board for Approval, Approval with Conditions, or Denial within 45 days of the filing of the CSM.
- ↓ Village Board meets within 90 days of the original submittal date and takes action to Approve, Approve with Conditions, or Deny the final CSM unless the applicant agrees to an extension of this timeline.
- ↓ If public improvements are required, Subdivider shall enter into a development agreement in a form acceptable to the Village.

End Any finally approved CSM shall be recorded with the register of deeds office for Racine County within 12 months after final Village Board approval and within 36 months after the first preliminary approval.