

Clerk's Office.....5818 N Kennedy Rd
608-868-6065 Milton, WI 53563

Town Hall.....440 N US Hwy 14
Janesville, WI 53546

**TOWN OF
HARMONY**
ROCK COUNTY

TOWN USE ONLY

Application Number: _____

Received By – Date
(MM/DD/YYYY) _____

**PRELIMINARY SALE/TRANSFER BETWEEN ADJACENT LOTS -
APPLICATION FORM**

****PLEASE READ THE ENTIRE APPLICATION FORM. COMPLETE ALL PAGES OF THIS FORM AND INCLUDE A MAP,
CONTAINING ALL INFORMATION AS IDENTIFIED ON PAGES 2 AND 3 OF THIS FORM. IF YOU HAVE QUESTIONS, PLEASE
CONTACT THE TOWN OFFICIALS. ****

- 1. Sale/transfer consistent with Town's Comprehensive Plan – Future Land Use Map: Yes No
- 2. Sale/transfer area is located in a Farmland Preservation zoning district certified by the State of Wisconsin: Yes No
If you answered **Yes**, proceed to **3**. If you answered **No**, proceed to **4**.
- 3. Sale/transfer meets all Town Base Farm Tract requirement Yes No
- 4. Sale/transfer will require a zoning change: Yes No

APPLICANT INFORMATION

5. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name:		Telephone:	
Address:	City:	State:	Zip:
b. Name:		Telephone:	
Address:	City:	State:	Zip:

6. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name:		Telephone:	
Address:	City:	State:	Zip:
b. Developer name:		Telephone:	
Address:	City:	State:	Zip:

7. Please identify the individual from 5. or 6. that will serve as the primary contact: **5a.** **5b.** **6a.** **6b.**

SALE/TRANSFER BETWEEN ADJACENT LOTS INFORMATION

8. Reason for sale/transfer: Resolve boundary line issue Create conforming lot Other:

9. Sale/transfer area location:	Town of Harmony	1/4 of 1/4
	Section	Tax parcel number(s) -

10. Sale/transfer area is located adjacent to (check all that apply):
 Local/Town road Rock County highway State highway U.S. highway

11. Landowner's contiguous property area (Square feet or acres):	12. Sale/transfer area (Square feet or acres):	13. Current zoning of receiver lot(s):
14. Future zoning of receiver lot:	15. Current zoning of parent lot:	16. Future zoning of parent lot:

17. A residential building is currently located in the sale/transfer area: Yes No

APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a sale/transfer between Adjacent lots in the **Town of Harmony**, in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed the **TOWN OF HARMONY SALE/TRANSFER BETWEEN ADJACENT LOTS- APPLICATION FORM INFORMATION**, reviewed and completed this application form, and submitted all information as required per said documents, and that all information is correct, accurate, and true to the best of my knowledge and belief, with all information accessible to me. These statements are being made to induce official action on the part of the **Town of Harmony**, its agents, employees, and officials.

LANDOWNER/PRIMARY CONTACT SIGNATURE: _____	DATE: _____
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APPLICATION CHECKLIST

	Yes	No	Comment
1. Have you included a map clearly marked "PRELIMINARY SALE/TRANSFER BETWEEN ADJACENT LOTS", identifying the sale/transfer area and containing all of the following information?	<input type="checkbox"/>	<input type="checkbox"/>	
a. Location of the sale/transfer area by section, township, and range:	<input type="checkbox"/>	<input type="checkbox"/>	
b. Approximate location and dimension of EXISTING streets and property lines, including name and ownership (if applicable), in and adjacent to the sale/transfer area:	<input type="checkbox"/>	<input type="checkbox"/>	
c. EXISTING/PROPOSED zoning designations of all EXISTING/PROPOSED lot(s) and outlot(s), in and adjacent to the sale/transfer area:	<input type="checkbox"/>	<input type="checkbox"/>	
d. Approximate location and dimension of all EXISTING/PROPOSED lot(s), outlot(s), and block(s) numbered for reference, in the sale/transfer area:	<input type="checkbox"/>	<input type="checkbox"/>	
e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the sale/transfer area:	<input type="checkbox"/>	<input type="checkbox"/>	
f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the sale/transfer area:	<input type="checkbox"/>	<input type="checkbox"/>	
g. Approximate location, dimension (if applicable), and name (if applicable) of all of the following, whether EXISTING or PROPOSED , in the sale/transfer area:	<input type="checkbox"/>	<input type="checkbox"/>	
1) Buildings:	<input type="checkbox"/>	<input type="checkbox"/>	
2) Streets, alleys, and public ways:	<input type="checkbox"/>	<input type="checkbox"/>	
3) Driveways:	<input type="checkbox"/>	<input type="checkbox"/>	
4) Rail lines:	<input type="checkbox"/>	<input type="checkbox"/>	
5) Private water wells or water supply systems:	<input type="checkbox"/>	<input type="checkbox"/>	
6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input type="checkbox"/>	<input type="checkbox"/>	
7) Any other public utilities:	<input type="checkbox"/>	<input type="checkbox"/>	
8) Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>	<input type="checkbox"/>	
9) Surface water features:	<input type="checkbox"/>	<input type="checkbox"/>	

10) Drainageways:	<input type="checkbox"/>	<input type="checkbox"/>	
11) Detention or retention areas:	<input type="checkbox"/>	<input type="checkbox"/>	
12) Cemeteries:	<input type="checkbox"/>	<input type="checkbox"/>	
13) Bridges/culverts:	<input type="checkbox"/>	<input type="checkbox"/>	
h. Scale, north arrow, and date of creation	<input type="checkbox"/>	<input type="checkbox"/>	
i. Any other information required by the town.	<input type="checkbox"/>	<input type="checkbox"/>	
3. Has the map been prepared by a land surveyor licensed in Wisconsin:	<input type="checkbox"/>	<input type="checkbox"/>	
4. Have you included six (6) hard copies of this application form, six(6) hard copies of the map, an electronic cop of the map in a format compatible with Rock County Planning's Geographic information System (GIS) and the application fee?	<input type="checkbox"/>	<input type="checkbox"/>	

THANK YOU FOR COMPLETING THE *TOWN OF HARMONY ZONING/LAND USE CHANGE – APPLICATION FORM.*

PLEASE SEND VIA POSTAL MAIL, OR HAND-DELIVER, SIX (6) COPIES OF THIS APPLICATION FORM, SIX (6) COPIES OF THE SALT/TRANSFER CHANGE MAP, AN ELECTRONIC COPY OF THE CHANGE MAP, AND THE APPLICATION FEE OF \$250 TO:

**TOWN OF HARMONY
% LISA TOLLEFSON, CLERK
5818 N KENNEDY RD
MILTON, WI 53563**

Please contact the Town Clerk with any questions, 608-868-6065 or email townclerk@townofharmony.com.

Application Form Terms and Concepts

A **Sale/Transfer Between Adjacent Lots** is the conveyance by a landowner of a portion of an existing lot to an adjacent landowner/lot in which no additional lots are created and the modified lots are not reduced below the minimum size and dimension required by law.

THE NUMBERS BELOW CORRESPOND TO THOSE QUESTIONNUMBERS FOUND IN THE APPLICATION FORM.

1. All local government units (Counties, Towns, Cities, and Villages) in the State of Wisconsin are required to prepare and adopt **Comprehensive Plans**, covering all aspects of planning and development in the local government unit. All land use activities in a local government unit must be consistent with the **Future Land Use Map** as contained in their Comprehensive Plan. Please consult with Town officials to ensure the proposed sale/transfer is consistent with the Town's Comprehensive Plan.
2. **Sale/Transfer Area** is the area of a lot(s) being conveyed, via sale or transfer, from one landowner to an adjoining landowner/lot. All Towns in Rock County have farmland preservation (A-1) zoning districts certified by the State of Wisconsin. As a result, various land use activities within these and other zoning district may be subject to certain restrictions. Please consult with Town officials to ensure the proposed sale/transfer meets all Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirements.
3. A **zoning change** allows for a change in a lot's zoning district, thereby changing the permitted and conditional uses on the lot. Please consult Town officials to determine if the proposed sale/transfer will require a zoning change.
13. A **receiver lot** is a lot which a portion of an adjacent lot is being conveyed, via sale or transfer.
15. A **parent lot** is a lot from which a portion is being conveyed to an adjacent lot, via sale or transfer.