

Chapter Adm 49

PLAT REVIEW FEES

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Adm 49.01 Applicability. The department shall review preliminary, final or assessor’s plats under s. 70.27 or ch. 236, Stats., upon payment of the fees specified in this chapter.

History: CR 07-106; cr. Register June 2008 No. 630, eff. 7-1-08.

Adm 49.02 Definitions. In this chapter:

(1) “Department” means the Wisconsin department of administration.

(2) “Parcel” means a lot, outlot or public dedication. ‘Public dedication’ includes parks, greenways and other similar dedications but does not include streets or easements.

(3) “Plat” means the total assemblage of sheets comprising a preliminary or final subdivision or assessor’s plat.

(4) “Sheet” includes each page of a preliminary or final plat drawing.

History: CR 07-106; cr. Register June 2008 No. 630, eff. 7-1-08.

Adm 49.03 Review fee. (1) The following fee schedule applies to the submission of plats to the department, either as copies under s. 236.12 (2), Stats., or as original drawings under s. 236.12 (6), Stats.

- (a) Initial filing fee for preliminary, final or assessor’s plats \$125.00.
- (b) Preliminary plat (each submission) . . . \$100.00 per plat.
- (c) Final plat or assessor’s plat (each submission)
. . . \$30.00 per parcel, or \$120.00 per plat, whichever is greater.

(2) The following additional fees, to cover reproduction and postage costs, apply to the submission to the department of an original drawing of a preliminary or final plat under s. 236.12 (6), Stats.

- (a) Preliminary plat (each submission) . . . \$40.00 per sheet.
- (b) Final plat or assessor’s plat (each submission)
. \$40.00 per sheet.

(3) The following additional fees, to cover copy and postage costs, apply to the submission to the department of copies of a preliminary or final plat under s. 236.12 (2), Stats.

- (a) Final (each submission) \$40.00 per sheet.
- (b) Preliminary (each submission) \$40.00 per sheet.

(4) The fee for review of a certified survey map . . \$100.00.

(5) If a subdivider or agent seeks an advisory opinion relative to conditions affecting a proposed plat which requires staff research and written response in the form of a presubmission consultation, the fee is \$50.00, \$25.00 of which the department shall credit toward the review fee when the plat is submitted.

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Adm 49.06 Procedure for fee submission. (1) The subdivider or the subdivider’s agent shall provide required fees in the form of a check or money order and may use a credit card or electronic payment with each plat submittal.

(2) The department may not accept any plat submitted to it until it receives all fees required for processing of that plat from the subdivider or agent. None of the time periods specified by ch. 236 or s. 70.27 (8), Stats., for plat review shall commence until the department receives the required fees.

(3) When warranted by unusual circumstances, the department may waive part or all of the fees required under s. Adm 49.03. The subdivider or the subdivider’s agent shall obtain any such waiver in writing from the department prior to plat submittal.

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