

VILLAGE OF SALEM LAKES

Department of Planning and Development

LOT LINE ADJUSTMENT APPLICATION

Pursuant to Part VII. of the Village of Salem Lakes Zoning and Shoreland/Floodplain Zoning Ordinance any person submitting to the Kenosha County Register of Deeds any document effecting the sale or exchange of parcels or portions thereof of land between owners of adjoining property without first obtaining review and approval as required under the provisions of this article shall be subject to the penalty provided in § 1-4 of the Village Code.

1. What is the reason for the proposed lot line adjustment?
2. Affected parcel information of all the affected tax key parcels (properties) involved in the proposed lot line adjustment?

Contact information for affected property #1

Tax Key Parcel # or Full Property Address:

Municipal Sewer or Septic System:

Property Owner Name:

Property Owner Signature:

Property Owner Mailing Address:

Property Owner Phone Number:

Property Owner Email Address:

Contact information for affected property #2

Tax Key Parcel # or Full Property Address:

Municipal Sewer or Septic System:

Property Owner Name:

Property Owner Signature:

Property Owner Mailing Address:

Property Owner Phone Number:

Property Owner Email Address:

Attach a to-scale survey or to-scale site plan showing the current lot layout and following information:

Current dimensions of affected properties. Dimensional footprint of all buildings thereon including buildings, decks, fences and sheds. Location of any septic field (if applicable).	Current area of affected properties. Location of any septic tank (if applicable). Location of any well heads (if applicable).
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Attach a to-scale survey or to-scale site plan showing the proposed lot layout and following information:

Proposed dimensions of affected properties. Dimensional footprint of all buildings thereon including buildings, decks, fences and sheds. Location of any septic field (if applicable).	Proposed area of affected properties. Location of any septic tank (if applicable). Location of any well heads (if applicable).
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If you are unable to prepare a to-scale survey or to-scale site plan document showing the required information, then you need to hire a professional surveyor or architect to prepare one. You can find a list of local professional surveyors on our website at <https://www.kenoshacounty.org/540/Survey-Information>.