



*Start here.*

# VILLAGE OF GRANTSBURG

316 S. Brad Street  
Grantsburg, WI 54840  
715-463-2405  
FAX 715-463-5555

## MINOR LAND DIVISION APPLICATION

<b>OWNER'S NAME:</b> PLM Developments, LLC – Scott McLain, Manager	<b>MAILING ADDRESS:</b> 11630 Lundeen Road Frederic, WI 54837
<b>EMAIL ADDRESS:</b> scottm2600@gmail.com	<b>TELEPHONE:</b> 715-566-2220
<b>EXISTING PARCEL:</b>	
<b>ADDRESS:</b> N/A – VACANT LAND	<b>PARCEL NUMBER:</b>
<b>ZONING DISTRICT:</b> R-3	<b>ACREAGE:</b> 33.8±
<b>LEGAL DESCRIPTION:</b> Part of Lot 1, Certified Survey Map No. 3898, recorded in Volume 20, Pages 111-114, as Document No. 368539, and all of Lots 1, 2 and 5 of the plat of NORTH GATE RUSSELL STREET ADDITION, recorded as Document No. 483828, located in the Northeast Quarter of the Northeast Quarter and the Southeast Quarter of the Northeast Quarter of Section 15, Township 38 North, Range 19 West, Village of Grantsburg, Burnett County, Wisconsin.	
<b>PROPOSED DIVISION:</b>	
Number of new parcels or building sites to be created (including any remnant): <u>4</u> (must be between 2 and 4)	
Approximate size (acres or square feet) of each new parcel/lot:	
LOT A: <u>0.89 Acres±</u>	LOT C: <u>8.62 Acres±</u>
LOT B: <u>10.57 Acres±</u>	LOT D: <u>12.13 Acres±</u>
<b>Intended Use/Purpose of Division:</b> Provide a brief statement of intended use for each proposed parcel or lot.	
LOT A: <u>Residential</u>	
LOT B: <u>Residential</u>	
LOT C: <u>Residential</u>	
LOT D: <u>Residential</u>	
<b>SURVEY DOCUMENTS:</b> By Village Ordinance, the division must be accomplished by certified survey map (CSM) under §582-16.	
<b>Required Documents:</b>	
<input type="checkbox"/> Certified Survey Map (CSM) per §582-22	<input type="checkbox"/> Legal Descriptions
<input type="checkbox"/> Landscape plan (if applicable)	<input type="checkbox"/> Draft covenants/restrictions (if required)

**COMPLIANCE WITH VILLAGE REQUIREMENTS:**

I understand and agree that:

- The proposed division will comply with all provisions of Chapter 582 (Land Division Ordinance) of the Village Code, including but not limited to compliance with the Village's Comprehensive Plan, Official Map, zoning, sanitary, building, drainage, stormwater and other applicable local, county, state regulations.
- All required public improvements (streets, drainage, utilities, easements, monumentation, etc.) as required by Chapter 582 must be provided, and I will be responsible for the cost of preparing plans, specifications, and for construction of improvements, and for any required escrow or surety.
- The CSM will be submitted at least 15 days prior to the meeting of the Plan Commission at which I want action considered.
- I will pay the required application fee and additional fees as set forth by the Village (see Section 6 below).

**FEES:**

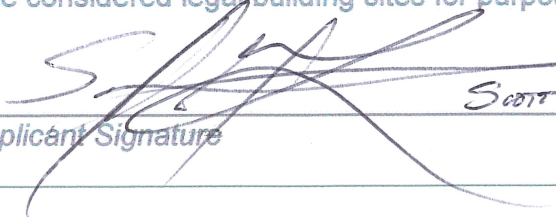
Minor Land Division Application fee: \$300.00

New lots: \$\_\_\_\_\_ (\$25 x \_\_\_\_\_ lots)

Total Submitted Fee: \$\_\_\_\_\_

**Signature & Certification:**

I hereby certify that the information provided in this application is complete and accurate to the best of my knowledge. I understand that processing of this application will not begin until the required fee is paid and all required materials (including certified survey map, supporting documents, plans, etc.) are submitted. I understand that until the map is approved by the Village Board and recorded with the Burnett County Register of Deeds within the time limits specified under § 582-16, the new lots shall not be considered legal building sites for purposes such as building permits.


SCOTT A. McLain
03-11-2024

Applicant Signature
Date

**For Office Use Only**

DATE FILED: \_\_\_\_\_ FEE AMOUNT & DATE PAID: \_\_\_\_\_

PLAN COMMISSION MEETING: \_\_\_\_\_ RECOMMENDATION:  Approve  Conditionally Approve  Deny

VILLAGE BOARD MEETING: \_\_\_\_\_ DECISION:  Approve  Conditionally Approve  Deny

CLERK CERTIFY CSM: \_\_\_\_\_ RECORDED WITH BURN CO. ROD: \_\_\_\_\_

\*Must be recorded with Burnett County Register of Deeds within 12 months of last approval and within 36 months of first approval.

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

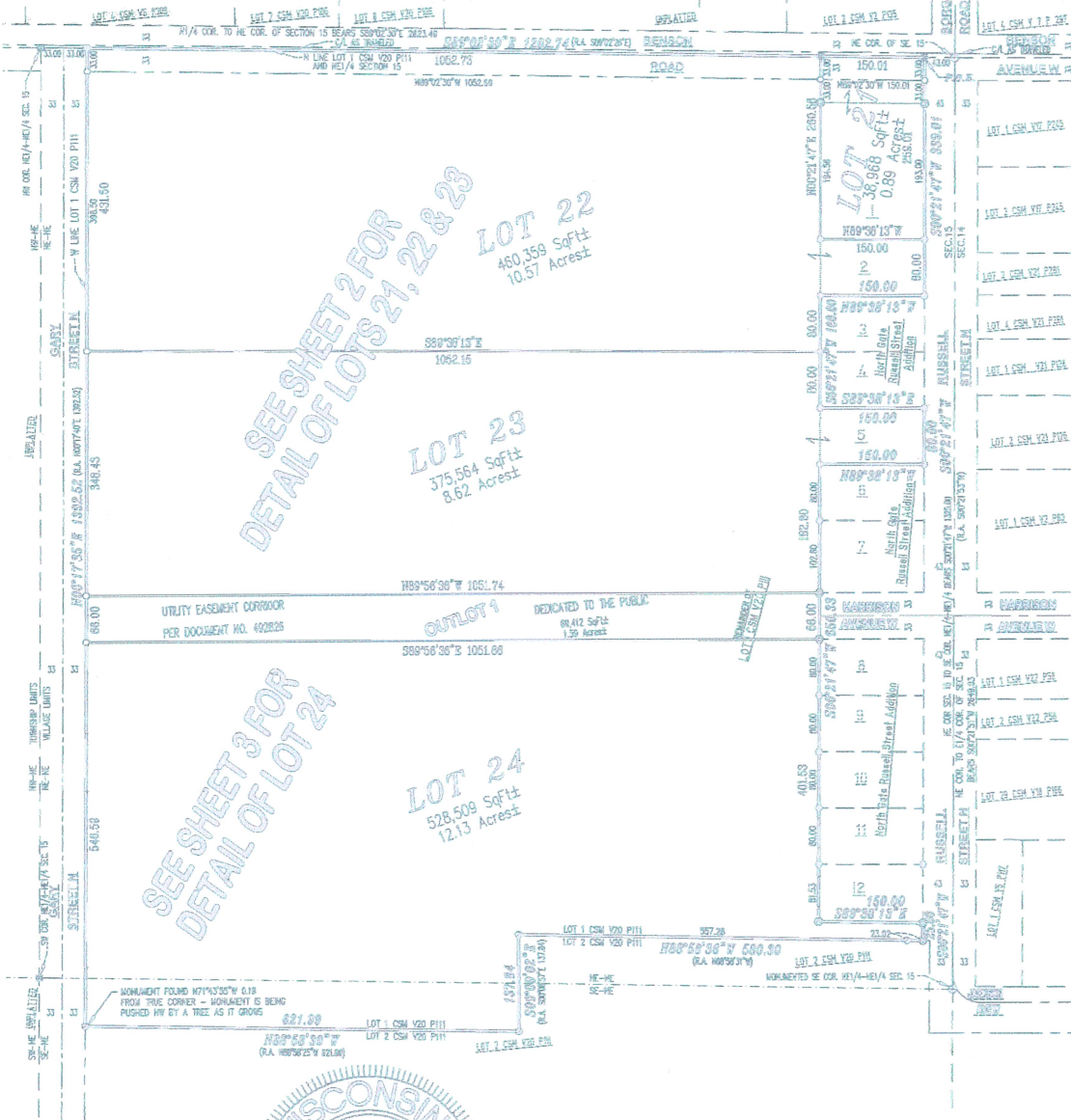
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**LEGEND**

- ⊙ DENOTES BURNETT COUNTY MONUMENT
- ⊙ DENOTES 1-1/4" X 18" IRON BAR FOUND
- ⊙ DENOTES 1" (1 1/4" O.D.) IRON PIPE FOUND
- ⊙ DENOTES 3/4" (1" O.D.) IRON PIPE FOUND
- ⊙ DENOTES 3/4" (1" O.D.) X 18" IRON PIPE (1.13 LBS./LIN.FT.) SET
- ⊙ DENOTES COMPUTED POSITION (NO MONUMENT)
- R.A. DENOTES "RECORDED [AS]" DATA

ORIENTATION OF THIS DRAWING IS BASED ON THE NORTH LINE OF THE NORTHEAST QUARTER OF SECTION 15 WHICH IS ASSUMED TO BEAR S89°02'30"E

PRELIMINARY



SEE SHEET 2 FOR  
DETAIL OF LOTS 21, 22 & 23

SEE SHEET 3 FOR  
DETAIL OF LOT 24



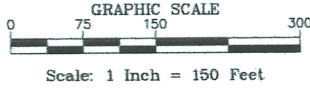
- (1) Approval of this minor subdivision does NOT grant approval for a building site permit or a private onsite wastewater treatment system (POWTS). Refer to SPS 383.
- (2) Approval for filing on behalf of the Burnett County Land Use and Information Committee



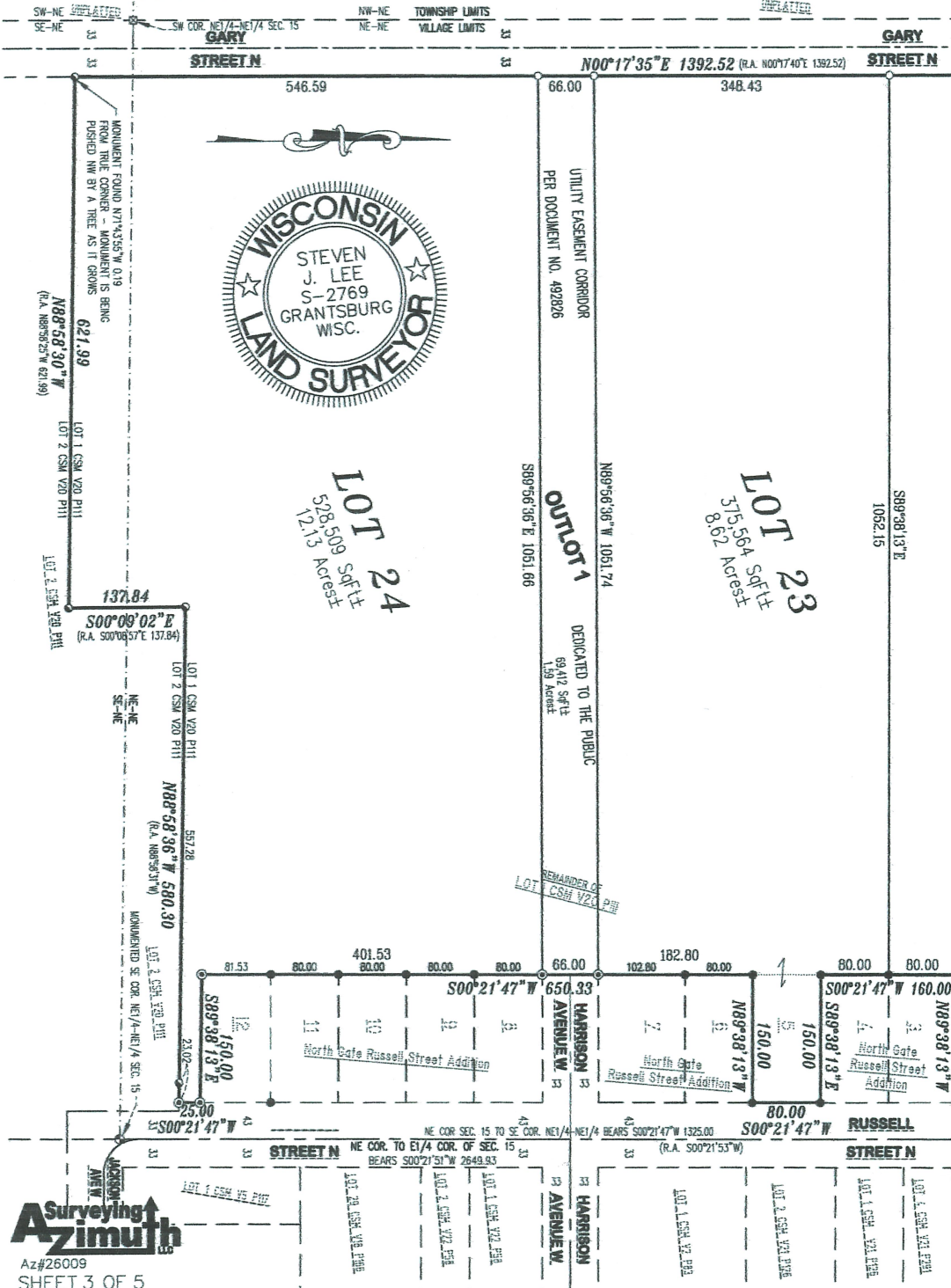
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## DETAIL OF LOT 24



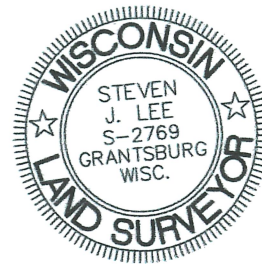
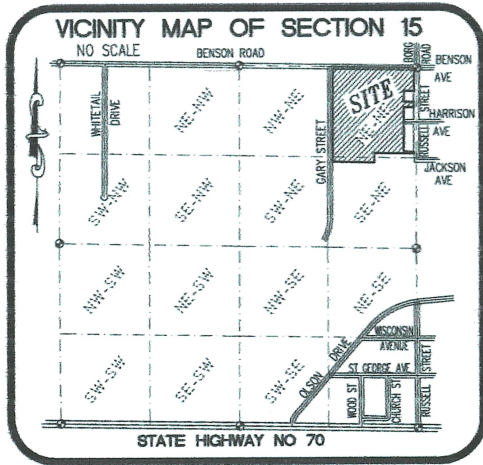
**PRELIMINARY**



**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

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**PRELIMINARY**



**SURVEYOR'S CERTIFICATE**

I, Steven J. Lee, a Professional Land Surveyor, hereby certify that pursuant to a request from Scott McLain, I have caused the hereinafter described lands owned by PLM Developments LLC to be surveyed and mapped under my direction and supervision; and that to the best of my knowledge and belief this Certified Survey Map is a true and correct representation of that survey;

THAT the exterior boundary of the land parcel surveyed and mapped is described as follows:

Part of Lot 1, Certified Survey Map No. 3898, recorded in Volume 20, Pages 111-114, as Document No. 368539, and all of Lots 1, 2 and 5 of the plat of NORTH GATE RUSSELL STREET ADDITION, recorded as Document No. 483828, located in the Northeast Quarter of the Northeast Quarter and the Southeast Quarter of the Northeast Quarter of Section 15, Township 38 North, Range 19 West, Village of Grantsburg, Burnett County, Wisconsin, more particularly described as follows:

Commencing at the North Quarter Corner of said Section 15; thence on an assumed bearing of South 89 degrees 02 minutes 30 seconds East along the north line of the Northeast Quarter of said Section 15 a distance of 2623.49 feet to the Northeast Corner of said Section 15; thence retracing the last described course North 89 degrees 02 minutes 30 seconds West 43.00 feet to the point of beginning of the property to be described; thence South 00 degrees 21 minutes 47 seconds West 339.01 feet; thence North 89 degrees 38 minutes 13 seconds West 150.00 feet; thence South 00 degrees 21 minutes 47 seconds West 160.00 feet; thence South 89 degrees 36 minutes 13 seconds East 150.00 feet; thence South 00 degrees 21 minutes 47 seconds West 80.00 feet; thence North 89 degrees 38 minutes 13 seconds West 150.00 feet; thence South 00 degrees 21 minutes 47 seconds West 650.33 feet; thence South 89 degrees 38 minutes 13 seconds East 150.00 feet; thence South 00 degrees 21 minutes 47 seconds West 25.00 feet; thence North 88 degrees 58 minutes 36 seconds West 580.30 feet; thence South 00 degrees 09 minutes 02 seconds East 137.84 feet; thence North 88 degrees 58 minutes 30 seconds West 621.99 feet; thence North 00 degrees 17 minutes 35 seconds East 1392.52 feet; thence South 89 degrees 02 minutes 30 seconds East 1202.74 feet to the point of beginning.

This parcel contains 1,472,812 square feet (33.81 acres) more or less.

Subject to Benson Road along the north line thereof.  
Subject to and together with a utility easement agreement per Document No. 492826.  
Subject to and together with any other valid easements, restrictions and reservations.

THAT such map is a correct representation of all the exterior boundaries of the land surveyed and the division thereof;

THAT I have fully complied with the provisions of Wis. Stats. § 236.34, the Burnett County Subdivision Ordinance, and any other applicable local subdivision ordinances, in surveying, dividing, and mapping the same.



## Chapter 582. Subdivision of Land

### Article IV. Plat Review and Approval

#### § 582-16. Minor land divisions by certified survey map.

- A. When required. When it is proposed to divide land into at least two but not more than four parcels or building sites, any of which is 35 acres or less in size, or when it is proposed to create by land division not more than four parcels or building sites within a recorded subdivision plat without changing the exterior boundaries of a block, lot or outlot, the subdivider shall subdivide by use of a certified survey map. The certified survey map shall include all parcels of land 35 acres or less in size and may, at the owner's discretion, include any other parcels containing more than 35 acres.
- B. Filing a certified survey map; Plan Commission review and recommendation. The subdivider shall prepare the certified survey map in accordance with § **582-22** and file the map according to the following requirements:
- (1) The subdivider shall file at least one copy of the certified survey map, a landscape plan for any landscape easement areas, and the application with the Village Clerk at least 15 days prior to the meeting of the Plan Commission at which action is desired.  
[Amended 8-13-2018 by Ord. No. 04-18]
  - (2) The Village Clerk shall, within two business days after filing, transmit copies of the map and application along with a cover letter to all approving agencies, including extraterritorial plat review agencies if not waived in writing.
  - (3) The Village Clerk shall, within two normal business days after filing, transmit the certified survey map, landscape plan per § **582-23**, and application as follows:
    - (a) Seven copies to the Plan Commission;
    - (b) Seven copies to the Village Board;
    - (c) One copy to the Village Planner;
    - (d) One copy each to the Village Engineer and Village Attorney;
    - (e) One copy each to the Village's Director of Public Works, Chief of Police and Fire Chief;
    - (f) One copy to each school district with jurisdiction;
    - (g) Copies as needed to affected Village departments, committees and commissions; and
    - (h) Additional copies that may be requested by approving agencies and objecting agencies.
  - (4) The recommendations of all approving agencies shall be transmitting to the Plan Commission within 20 days from the date the map is filed with the Village Clerk.
  - (5) The certified survey map shall be reviewed by the Plan Commission for conformance with this chapter and all other ordinances, rules, regulations, and adopted regional, county or Village development or comprehensive plans or adopted plan components which affect it. All reviews

and reports concerning the certified survey map prepared by the Village Planner, Village Attorney, Village Engineer, Director of Public Works, Chief of Police and/or Fire Chief shall be submitted to the Plan Commission for its consideration.

- (6) The Plan Commission shall, within 40 days from the date of filing of the certified survey map, recommend approval, conditional approval, or rejection of the map, and shall transmit the map along with its recommendations to the Village Board.

C. Village Board approval.

- (1) Where a certified survey map has been transmitted by the Plan Commission to the Village Board, the Village Board shall approve, approve conditionally and thereby require resubmission of a corrected certified survey map, or reject such certified survey map within 90 days from the date of filing of the map with the Village of Grantsburg unless the time is extended by agreement with the subdivider.
- (2) If the map is approved, the Village Board shall cause the Village Clerk to so certify on the face of the original map and return the map to the subdivider.
- (3) If the map is rejected, the reason shall be stated in the minutes of the meeting and a written statement forwarded to the subdivider.

D. Deed restrictions and conservation easements. For properties proposed to be divided by certified survey map and which contain natural resources required to be preserved under this chapter, deed restrictions and/or conservation easements shall be filed with the certified survey map.

E. Recordation.

- (1) All improvement requirements, specified by all approving agencies in matters over which they have jurisdiction, shall be met before recording the certified survey map.
- (2) The subdivider shall record the map with the County Register of Deeds within 12 months after the date of the last approval of the map and within 36 months after the date of the first approval of the map.

F. Copies. The subdivider shall file at least one copy of the certified survey map with the Village Clerk and copies, as necessary, for distribution to the Plan Commission, various Village departments, and other affected agencies for their files as set forth under Subsection **B** above.



# Village of Grantsburg

## Plan Commission Meeting

### Thursday, March 5, 2026

The Plan Commission for the Village of Grantsburg met on Thursday, March 5, 2026, at 4:00p.m. in the Village Board Room, 316 S. Brad Street, Grantsburg, Wisconsin.

Present: Trustee Greg Peer, Members Brent Blomberg, Tyler Myers, and Natalie Finch

Absent: Chairman/President Rick Lindberg and Members Angie Anderson and LuAnn Ebersold

Others present: Brian Bistram, Mitchell Wickoren, and Clerk/Treasurer Sheila Meyer

**Call to Order** Trustee Peer called the Plan Commission meeting to order at 4:00 p.m. The Pledge of Allegiance was recited.

#### **Public Hearing- CUP**

A conditional use permit application was received from BAM Auto Body (Brian Bistram & Mitchell Wickoren) to operate an autobody shop at 675 State Road 70 West. Trustee Peer called the Public Hearing to order at 4:03 p.m. Deputy Clerk/Treasurer Longhenry read the Public Hearing Notice. Trustee Peer asked for anyone wishing to speak in favor of the CUP application. Applicants Bistram and Wickoren spoke in favor of the application. They reviewed their work history in the autobody industry and reviewed the history of the property indicated that it was previously used as an autobody shop. The applicants felt another option in the community for autobody work is needed. Trustee Peer asked for anyone wishing to speak against the CUP application. No one spoke. The Public Hearing was closed at 4:06 p.m.

**Motion by Member Myers, second by Member Blomberg, to recommend the Village Board approve the Conditional Use Permit application submitted by BAM Auto Body (Brian Bistram & Mitchell Wickoren) to operate an autobody shop at 675 State Road 70 West (parcel #07-131-2-38-19-22-1 02-000-015000). Motion passed unanimously.**

**Minutes Motion by Member Blomberg, second by Member Myers to approve the minutes of the March 2, 2026, Plan Commission meeting to include a correction noting Member Natalie Finch as absent meeting for the meeting. Motion passed unanimously.**

**Adjournment The meeting was adjourned at 4:10 p.m.**

Allison Longhenry  
Deputy Clerk/Treasurer