



Department of Planning & Community & Economic Development

Planning Division

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August 26, 2015

Anthony Kasper
Birrenkott Surveying, Inc.
1677 N. Bristol Street
Sun Prairie, Wisconsin 53590

RE: File No. LD 1526 – Certified Survey Map – 4018-4022 Manitou Way (Sean & Jerilyn Shannahan)

Dear Mr. Kasper;

Your two-lot certified survey of property located at 4018-4022 Manitou Way, Section 33, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned TR-C1 (Traditional Residential–Consistent 1 District). The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the CSM are:

Please contact Brenda Stanley of the City Engineering Division at 266-4537 if you have questions regarding the following sixteen (16) items:

1. The name of the plat shall be noted for the adjoining lots.
2. The header on each sheet and in the legal description shall be revised to read the correct name of the plat: "LOT 11 AND LOT 12, BLOCK 17, REPLAT B BLOCKS 15, 16 AND OTHER LAND, NAKOMA, LOCATED IN THE..."
3. Remove the "60.00" width dimensions on the front and rear of both lots. Dimension the 3-foot distance between the new lot corners to the existing lot corners for the new dividing lot line.
4. Show and label the 30-foot building line per the Plat of Replat B Blocks 15, 16 and other land, Nakoma.
5. Add a note to the 5-foot utility easement in the rear per Replat B, Block 15, 16 and Other Land, Nakoma.
6. Add and label the 6-foot Underground Electric Easement to MG&E per Document No. 4329462 along the rear of existing Lot 11. Dimension the end of the easement that will extend into proposed Lot 2.
7. The new dividing line will create an encroaching pavement issue. Either confirm the encroaching pavement will be removed or provide an easement permitting the encroachment.

8. Complete the bearing reference on sheet 1. It currently is missing required information.
9. The new dividing line bearing is in error over 6 degrees. Correct the bearing and check the distance to the arc.
10. Provide all of the curve data that is required by statute for the overall and sub curves along Manitou Way. Also, the radius length shown appears to be incorrect per the record plat and should be 3614.1 feet.
11. Complete the Certificate of Corporate Mortgagee appropriately.
12. Correct the owners spelling in the Owner's Certificate: Sean K. Shannahan.
13. The original plat is not tied to a monumented line of a quarter section, therefore a metes and bounds description of the exterior of the CSM is also required by Statute. Revise the Surveyor's Certificate as required.
14. Comments provided by City staff are not comprehensive in regard to determining full compliance with all statutory and local ordinance requirements. The professional surveyor preparing the land division is fully responsible for the preparation of the final land division document(s) being in full compliance with the applicable State Statutes and local ordinances.
15. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The Developer's Surveyor and/or Applicant must submit copies of required tie sheets or condition reports for all monuments, including center of sections of record, used in this survey, to Eric Pederson, City Engineering. If a new tie sheet is not required under A-E 7.08, Engineering requests a copy of the latest tie sheet on record with Dane County Surveyor's office. The applicant shall identify monument types on all PLS corners included on the Plat. Note: Land tie to two PLS corners required.
16. In accordance with Section s. 236.18(8), Wisconsin Statutes, the applicant shall reference City of Madison WCCS Dane Zone, 1997Coordinates on all PLS corners on the Certified Survey Map in areas where this control exists. The surveyor shall identify any deviation from City Master Control with recorded and measured designations. The City has established WCCS, Dane Zone Coordinates on all PLS corners within its corporate boundary. Visit the Dane County Surveyor's Office (web address <https://www.countyofdane.com/PLANDEV/records/surveyor.aspx>) for current tie sheets and control data that has been provided by the City of Madison. If a surveyor encounters an area without a published WCCS Dane Zone 1997 value, contact the City Engineering Division for this information.

Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions about the following item:

17. The Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D and SPS 382.40(3)(e). Additional information is available at the Home Fire Sprinkler Coalition website: <http://www.homefiresprinkler.org/Consumer/ConsHome.html>

Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following two (2) items:

18. Note: All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility per MGO Sec. 13.21.
19. Each lot shall have a separate water service lateral connected to a public water main.

Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following six (6) items:

20. All ownership consents and certifications for the subject lands shall conform to Wis. Stats. 236.21(2) and 236.29 by including the language "...surveyed, divided, mapped and dedicated..."
21. A Consent of Lessee shall be included for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.
22. Include the following Plan Commission certificate on the final CSM:

Approved for recording per the Secretary of the City of Madison Plan Commission.

By: _____ Date: _____
Natalie Erdman, Secretary, Plan Commission

23. Under 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes and special assessments that are accrued or delinquent for the subject property prior to CSM recording. As of August 21, 2015, the 2014 real estate taxes are paid for the parcels within the CSM boundary. The special assessment that is levied against Parcel B shall be paid in full prior to final sign-off of the CSM.
24. Prior to final CSM sign-off, please verify with Janet Schmidt of the City Engineering Division (261-9688) or Pam Mousley at the Water Utility (261-9132) that stormwater management fees are paid in full.
25. The following revisions shall be made to the CSM prior to final sign-off:
 - a.) Depict, name, and identify by document number on the proposed CSM all existing easements cited in record title and the updated interim report.
 - b.) Complete Mortgagee Certificate with U.S. Bank National Association information.

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

A resolution approving the CSM and authorizing the City to sign it and any other documents related to the proposed land division will be reviewed by the Common Council on September 1, 2015.

As soon as the comments and conditions have been satisfied as verified with a completed affidavit form (attached), the original along with the revised Certified Survey Map, with all signatures and approvals from the reviewing agencies, shall be brought to this office for final signoff. You or your client may then record the certified survey at the Dane County Register of Deeds. For information on recording procedures and fees, contact the Register of Deeds at 266-4141.

Prior to City Engineering final sign-off by the main office of the CSM, the final CSM shall be submitted to the Engineering Division Surveyor/ Land Records Coordinator for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division signoff. E-mail submittal of the final CSM in PDF form is preferred. Transmit to jrquamme@cityofmadison.com.

The owner shall furnish to the Office of Real Estate Services and the survey firm preparing the CSM an updated title report covering the period between the date of the initial title report and the date when final signoff is requested. The surveyor shall update the CSM with the most recent information reported in the title update.

Upon acceptance and recording of the Certified Survey Map by the Dane County Register of Deeds, please transfer the recorded volume, document number, and page numbers to the copies and forward a copy to this office for our records. The original survey map with the recording information is permanently kept on file in the Dane County Register of Deeds Office. A copy of the recorded document can be obtained from the Register of Deeds Office, Room 110, City-County Building or the Real Estate Office in the Madison Department of Planning and Development.

Any appeal from this action, including the conditions of approval, must be filed with the Circuit Court within 30 days from the date of this letter. **The approval of this CSM shall be null and void if not recorded in twelve (12) months from the date of the approving resolution or this letter, whichever is later.**

If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,

Timothy M. Parks
Planner

cc: Brenda Stanley, City Engineering Division
Dennis Cawley, Madison Water Utility
Bill Sullivan, Madison Fire Department
Sally Sweeney, City Assessor's Office
Heidi Radlinger, Office of Real Estate Services