



Department of Planning & Community & Economic Development  
**Planning Division**

Website: [www.cityofmadison.com](http://www.cityofmadison.com)

Madison Municipal Building  
215 Martin Luther King, Jr. Boulevard  
P.O. Box 2985  
Madison, Wisconsin 53701-2985  
TDD 608 266-4747  
FAX 608 267-8739  
PH 608 266-4635

April 12, 2007

Jeff Ekola  
Real Estate Section,  
Community & Economic Development Division  
215 Martin Luther King Jr. Blvd, Room LL-100  
Madison, Wisconsin 53703

RE: File No. LD 0712 – Certified survey map – 3200 Monroe Street – Dudgeon School.

Dear Mr. Ekola:

The three-lot certified survey of property located at 3200 Monroe Street, Section 28, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned PUD-GDP-SIP.

The conditions of approval from the reviewing agencies for the CSM are:

**Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following seven conditions:**

1. Locate all utilities serving existing building on proposed Lot 1. If any of said utilities cross proposed Outlot 1 or proposed Outlot 2, dedicate appropriate easements to the benefit of proposed Lot 1.
2. Add appropriate PLSS quarter sections and section town and range suggested below to header descriptions on all pages and in the legal description on page three. Southwest 1/4 of the Northeast 1/4 of Section 28, Town 7 North, Range 9 East.
3. You state your bearing reference to the West line of the NW 1/4 as "Assumed" and it is not. It is Grid North, Wisconsin County Coordinate System, Dane Zone 1997.
4. There appears to be a font problem where the West, Center and North 1/4 corners are labeled as W4, C4 and N4. Revise to read W1/4, C1/4 and N1/4 respectively.
5. Arrows shall be added to the certified survey map indicating the direction of drainage for each property line not fronting on a public street. In addition, the certified survey map shall include lot corner elevations, for all lot corners, to the nearest 0.25-foot. The following notes shall be added to the certified survey map.
  - a.) Arrows indicate the direction of surface drainage swale at individual property lines. Said drainage swale shall be graded with the construction of each principal

structure and maintained by the lot owner unless modified with the approval of the City Engineer. Elevations given are for property corners at ground level and shall be maintained by the lot owner.

- b.) All lots within this survey are subject to a public easement for drainage purposes which shall be a minimum of 6-feet in width measured from the property line to the interior of each lot except that the easement shall be 12-feet in width on the perimeter of the certified survey map. Easements shall not be required on property lines shared with green ways or public streets. No structures may be constructed within said easement and no other obstructions to drainage, including landscaping are permitted without the prior written approval of the City Engineer.

Note: In the event of the City of Madison Plan Commission and/or Common Council approve re-division of a previously subdivided property, the underlying public easements for drainage purposes are released and replaced by those required and created by the current approved subdivision.

6. If the lots within this certified survey map are inter-dependent upon one another for storm water runoff conveyance, and/or a private drainage system exists for the entire site an agreement shall be provided for the rights and responsibilities of all lot owners. Said agreement shall be reviewed and placed on file by the City Engineer, referenced on the certified survey map and recorded at the Dane County Register of Deeds.
7. Prior to Engineering final sign-off by main office for Certified Survey Maps (CSM), final CSM must be submitted to 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 sign-off. Electronic mail submittal of the **final CSM in PDF form** is preferred. Please transmit to [epederson@cityofmadison.com](mailto:epederson@cityofmadison.com).

**Please contact John Leach, Traffic Engineering, at 267-8755 if you have questions about the following item:**

8. The applicant shall execute and return the attached declaration of conditions and covenants for streetlights & traffic signals prior to sign off.

As soon as the comments and conditions have been satisfied as verified with a completed affidavit form (enclosed), 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.

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.

LD 0712  
3200 Monroe Street  
April 12, 2007  
Page 3

Any appeal from this action, including the conditions of approval, must be filed with the Circuit Court within thirty (30) days from the date of this letter. The approval of this CSM shall be null and void if not recorded in **six months** from the date of the approving resolution. 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: Janet Dailey, Engineering Division  
John Leach, Traffic Engineering Division  
Norb Scribner, Dane County Land Records and Regulations