



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

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February 26, 2009

Paul Jasenski
Housing Options/ Common Wealth
1501 Williamson Street
Madison, Wisconsin 53703

RE: File No. LD 0902 – Certified survey map – 1108-1120 Williamson Street

Dear Mr. Jasenski:

The two-lot certified survey of your property generally located at 1108-1120 Williamson Street, Section 13, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned PUD-SIP. The conditions of approval from the reviewing agencies to be satisfied before final approval and recording of the CSM are:

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

1. Provide Engineering Mapping Section (Lzenchenko@cityofmadison.com) a digital CAD file. The file shall be to scale and represent existing conditions or final construction conditions if changes to the site are made.
2. In accordance with Section 10.34 MGO – Street Numbers: Coordinate a final address plan with Lori Zenchenko in the Engineering Mapping Section (Lzenchenko@cityofmadison.com). If there are any changes pertaining to the location of a building unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.
3. The applicant shall dedicate a 3.0-foot wide public sidewalk easement along Williamson Street. The sidewalk easement is needed because the existing 4' x 4' tree grates encroach into the mainline sidewalk. This encroachment is problematic because the tree grate becomes uneven as the trees mature and the tree roots heave the tree grate. With the additional space provided by this easement, the existing tree grates will be eliminated and trees will be healthier and will be allowed to grow to greater maturity. The sidewalk shall be constructed at a later date to be determined by the City Engineer.
4. 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.

- 5. 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.
- 6. A minimum of two working days prior to requesting City Engineering signoff on the CSM, the applicant shall contact Janet Dailey (261-9688) to obtain the final stormwater utility charges that are due and payable prior to subdivision of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service. All charges shall be cleared prior to the land division (and subsequent obsolesces of the existing parcel).
- 7. 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 or CSM. Note: Land tie to two PLS corners required.
- 8. 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 contact my office at 261-9632 if you have questions about the following two Planning Division conditions:

- 9. Madison Gas & Electric requests that a 6-foot underground utility easement be dedicated to cover a 2-inch gas main located 12 feet southeast of the northwestern property line.
- 10. The applicant shall execute and record the cross-access easement to govern the shared driveway on this property and provide a copy of the same to the Planning Division prior to signoff on the CSM. The recorded easement shall be reflected on the final CSM presented to staff for signoff.

Note: The Planning Director approved a minor alteration to the approved PUD-SIP for this site to reflect the proposed CSM on February 23, 2009.

Please note that the City Office of Real Estate Services has reviewed the report of title provided with this survey and verbally indicated their approval for this CSM. Please contact Jeff Ekola at 267-8719 for more information about this review.

A resolution approving the CSM and authorizing the City to sign it and any other documents related to the proposed land division will be approved by the Common Council on March 3, 2009.

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.

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 **two years** 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, City Engineering Division
Pat Anderson, Assistant Zoning Administrator
Jeff Ekola, Office of Real Estate Services
Norb Scribner, Dane County Land Records and Regulations