



Department of Planning & Development  
**Planning Unit**

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

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January 5, 2007

Gaylord Plummer  
Dane County  
1 Fen Oak Court, Suite 223  
Madison, Wisconsin 53718

RE: File No. LD 0656 – Certified survey map – 1202-1206 Northport Drive

Dear Mr. Plummer:

The one-lot certified survey of property located at 1202-1206 Northport Drive, Section 25, Township 8N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned R1 (Single-Family Residence District). 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 six conditions:**

1. Prior to approval, provide to City Engineering, site plans showing location of all sanitary sewer services within this property.
2. Prior to the issuance of building permits, the developer shall submit a master stormwater drainage plan to the City Engineering Division for review and approval which shows lot corner elevations to the nearest 0.25-foot. For purposes of the plan, it shall be assumed that grading shall be done on a straight-line grade between points unless other information is provided. The proposed slope between points shall always be greater than or equal to .0075 ft/ft. If a break in grade is required between lot corners a shot shall be taken at that break in grade to provide the Engineer with enough information to interpret the plan. The developer shall also show proposed drainage arrows on the plan to indicate the proposed direction of drainage.

The master storm water drainage plan shall be submitted to City Engineering in digital format with elevations/grades/contours shown on the recorded plat map of the development. The digital record shall be provided using the state plane coordinate system – NAD 27.

The following note shall accompany the master storm water drainage plan:

*"For purposes of this plan, it is assumed that grading shall be a straight line grade between points unless otherwise indicated. All slopes shall be 0.75% or steeper. Grade breaks between lot corners are shown by elevation or through the use of drainage arrows. "*

No building permits shall be issued prior to City Engineering's approval of this plan.

3. The following note shall be added to the certified survey map: "All lots created by this certified survey map are individually responsible for compliance with Chapter 37 of the Madison General Ordinances in regard to storm water detention at the time they develop."

4. A minimum of two (2) 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 sub-division 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).
5. 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.
6. 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 two items:**

7. The CSM shall be revised to show a 15 to 20-foot wide public pedestrian-bicycle easement through the site, from Drewry Lane to Northport Drive, more specifically between Lots 9 and 10 and along the eastern edge of Lot 16. The exact width and location are to be determined after further investigation and engineering. The form of the public easement shall be reviewed and approved by City Real Estate and the Traffic Engineer.
8. The applicant shall execute and return the attached declaration of conditions and covenants for streetlights and traffic signals prior to sign off.

**Please note that the City Real Estate Office has reviewed the report of title provided with this survey and has provided comments to you separately. If you have any questions about those comments, please contact Jeff Ekola at 267-8719 for more information.**

A resolution authorizing the City to sign the CSM and any other documents related to the proposed land division was approved by the Common Council on January 2, 2007.

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.

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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  
Jeff Ekola, Real Estate Development Unit  
Norb Scribner, Dane County Land Records and Regulations