



Department of Planning & Community & Economic Development
Planning Division

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August 4, 2009

Reed Peterson
2816 Pleasant View Road, Unit 202
Middleton, Wisconsin 53562

RE: Consideration of a Certified Survey Map (CSM) to divide property located at 1421 MacArthur Road into two lots.

Dear Mr. Peterson:

The Plan Commission, meeting in regular session on August 3, 2009, **conditionally approved** your client's certified survey of property located at 1421 MacArthur Road. The conditions of approval from the reviewing agencies for the CSM to be satisfied prior to recording are as follows:

Please contact my office at 266-5974 if you have questions about the following Planning Division condition:

1. Prior to obtaining a building permit, the applicant will submit the plans for a new residential structure on the lot for review by Planning Division Staff. Any new residential structure must uphold the general character of the neighborhood.

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

2. Elevations shown on the CSM indicate drainage collects at the NE (rear) corner to the lot (despite arrows indicating discharge to MacArthur). Water from any new development shall be required to be discharged to the public right-of-way.
3. Each lot shall be served by a separate sanitary sewer lateral.
4. Identify exact location of existing sanitary lateral to verify existing lateral does not occupy any part of the proposed Lot 2
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 certified survey are subject to public easements 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 easements shall be 12-feet in width on the perimeter of the certified survey. For purposes of two (2) or more lots combined for a single development site, or where two (2) or more lots have a shared driveway agreement, the public easement for drainage purposes shall be a minimum of six (6) feet in width and shall be measured only from the exterior property lines of the combined lots that create a single development site, or have a shared driveway agreement, except that the easement shall be twelve (12)

feet in width along the perimeter of the certified survey. Easements shall not be required on property lines shared with greenways or public streets. No buildings, driveways, or retaining walls shall be placed in any easement for drainage purposes. Fences may be placed in the easement only if they do not impede the anticipated flow of water.

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

Information to Surveyor: In addition to notes such as this, Wisconsin State Plat Review now enforces the requirement that easements or other reference lines/areas be graphically shown, dimensioned and tied when they represent fixed locations. They will accept a "typical detail" when the easement or restriction can be effectively described and retraced from the typical detail

6. A minimum of two (2) working days prior to requesting City Engineering signoff on the plat/CSM the applicant shall contact Janet Dailey (608) 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).
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 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. Transmit to epederson@cityofmadison.com.

Please contact Tom Maglio, Parks Division at 266-6518 if you have any questions regarding the following two items:

9. The developer shall pay park fees for 1 single-family unit, totaling \$3,122.65 for park dedication and development.

fee in lieu of dedication =	\$2,211.00
park development fees =	\$ 911.65
total fees =	\$3,122.65.

10. The developer must select a method for payment of park fees before signoff on the CSM.
11. Approval of plans for this project does not include any approval to prune, remove or plant trees in the public right-of-way. Permission for such activities must be obtained from the City Forester, 266-4816.

Please contact Dennis Cawley, Madison Water Utility at 261-9243 if you have any questions regarding the following three items:

12. A new water service lateral connected to the public water main will be needed to serve proposed Lot 2.
13. In accordance with Madison General Ordinance 13.21, all operating private wells shall be identified and permitted by the Water Utility, and all unused private wells shall be abandoned.
14. This property is not in a Wellhead Protection District.

Please note that the City Office of Real Estate Services is reviewing the report of title provided with this survey and may have comments. That office will send any comments to you by fax or e-mail. If you have any questions, please contact Jeff Ekola at 267-8719 for more information.

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 September 1, 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 you may need any further assistance, please do not hesitate to contact my office at 266-5974.

Sincerely,

Heather Stouder, AICP
Planner

cc: Janet Dailey, City Engineering Division
Tom Maglio, Parks Division
Dennis Cawley, Madison Water Utility
Jeff Ekola, Office of Real Estate Services
Norb Scribner, Dane County Land Records and Regulations