



Department of Planning & Development
Planning Unit

Website: www.cityofmadison.com

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August 25, 2005

Robert Whitlock
325 S. Hamilton Street #311
Madison, Wisconsin 53703

RE: LD 0523 – Consideration of a two-lot Certified Survey Map (CSM) of the Whitlock property located at 1615 Norman Way creating a deep residential lot.

Dear Mr. Whitlock:

The Plan Commission, meeting in regular session on August 22, 2005, **conditionally approved** your two-lot certified survey of property located at 1615 Norman Way creating a deep residential lot. The conditions of approval from the reviewing agencies are:

Please contact Gary Dallmann, City Engineering, at 266-4751 if you have questions regarding the following eight items:

1. Clarify what specific Dane County Coordinate System Datum was used to derive bearing reference. If you have any questions regarding this, please contact Eric Pederson at 266-4056.
2. 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.

3. 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.
4. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior to connection to the public sewerage system.
5. In accordance with Section s. 236.18(8), Wisconsin Statutes, the Applicant shall reference **City of Madison NAD 1927 Coordinates** on all PLS corners on the Plat or Certified Survey Map in areas where this control exists. The Surveyor shall identify any deviation from City Master Control with recorded and measured designations. City of Madison has established NAD 1927 Coordinates on all PLS corners within its corporate boundary. Visit the City of Madison Engineering Division web site for current tie sheets and control data. If a surveyor encounters an area without a published NAD 1927 value, contact Engineering Division for this information.
6. In accordance with Section s.236.34(1) (c) which says a CSM shall be prepared in accordance with s.236.20(2) (c) & (f), Wisconsin Statutes, the Applicant must show type, location and width of any and all easements. Clearly identify the difference between existing easements (site Register of Deeds recording data) and easements that are being conveyed by the Plat/CSM. Identify the owner and/or benefiting interest of all easements.
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. The Applicant shall submit to Eric Pederson, prior to Engineering sign-off of the subject plat, two (2) digital and one (1) hard copy of the final plat to the Mapping/GIS Section of the Engineering Division. The digital copies shall be submitted in both NAD27 & WIDOT County Coordinate System, Dane County Zone datums and be consistent with previous formats delivered to the City by the Applicant and contain the minimum of the following, each on a separate layer name/level number: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (i.e. street, sanitary, storm (including wetland & floodplain boundaries) water, pedestrian/bike/walkway, or any public and/or private interest easement except local service for Cable TV, gas, electric and fiber optics).

*This transmittal is a separate requirement than the required submittals to Bob Arseneau for design purposes.

*New electronic final plat transmittals and notification of changes which occur to the final plat during the time the Engineering Division signs off and receives the digital copies of said plat and the recording thereof, are the responsibility of the Developer/Surveyor.

Please contact Kathy Voeck, the Assistant Zoning Administrator, at (608) 266-4551 if you have questions regarding the following two items:

9. The front setback and the rear setback on an irregular lot shall be parallel to the front property line. Lot 2 is shown correctly, but Lot 1 shall be revised.
10. Obtain and record a driveway cross-access easement over Lot 1 of CSM 2897 if there is not one on file, or provide a site plan that shows any proposed driveways on Lot 1 leading directly to the street without crossing onto another property.

Please contact Dennis M. Cawley, Madison Water Utility, at 266-4651 if you have questions about the following item:

11. Lot 2 will require installation of a separate water service lateral connection to a public water main. MWU will not need to sign off on final copies of the plat but requests an approved copy for their files.

Please contact Si Widstrand, Parks Division, at (608) 266-4711 if you have questions about the following two items:

12. The developer shall maintain a 30-foot building setback adjacent to Kettle Pond Conservancy Park. Parks Division approval shall be required for the landscape plan in this 30-foot setback. [Author's note: The setback line shall be shown on the CSM at the time of approval for recording.]
13. Park dedication required for the single-family additional lot is 1100 square feet. The required dedication shall be paid as a fee in lieu of land, based on the actual value of the acreage up to a maximum of \$1.65 per square foot.
→ Land Fee Value: \$1,815 + Park Development Fee: \$779.50 = Total Park Fees: \$2,594.50

The park fees shall be paid prior to the final approval of the CSM. Approval of the CSM does not include approval of pruning, removal or planting of trees in the public right of way. Permission for such activities must be obtained from the City Forester, 266-4816.

Please note that the City Real Estate Office has reviewed the report of title provided with this survey has faxed comments to your surveyor separately. If you or your surveyor has any questions, 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 will be adopted by the Common Council on September 6, 2005.

The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against this approved conditional use (a deep residential lot is approved as a conditional use).

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 (608) 261-9632.

Sincerely,

Timothy M. Parks
Planner

cc: Gary Dallmann, Engineering Division
Kathy Voeck, Assistant Zoning Administrator
Dennis Cawley, Madison Water Utility
Jeff Ekola, Real Estate Development Unit
Norb Scribner, Dane County Land Records and Regulations