



Department of Planning & Development
Planning Unit

Website: www.cityofmadison.com

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August 23, 2006

Dave Jenkins
Jenkins Survey & Design, Inc.
161 Horizon Drive, Suite 101
Verona, Wisconsin 53593

RE: File No. LD 0628 – Certified survey map – 203 Wisconsin Avenue, et al. (FUMC/ Lewis properties).

Dear Mr. Jenkins:

The four-lot certified survey of property located at 203 Wisconsin Avenue, Section 14, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned C2 (General Commercial District) and 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 nine conditions:

1. Legal description header on all three pages needs to include a call for the “Original Plat”.
2. Show underlying platted lot lines only; do not map ownership lines that differ from platted lot lines.
3. Applicant shall show how existing buildings (that are to remain) are being provided with sanitary sewer service and how sanitary sewer will serve the proposed lots. If lots are to share a private main, maintenance/ownership agreements will need to be in place prior to CSM approval.
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.

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 (2) working days prior to requesting City Engineering signoff on the CSM, the applicant shall contact Janet Dailey 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. 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.
9. In accordance with Section s.236.34(1) (c) which says a plat 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. Identify the owner and/or benefiting interest of all easements.

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

10. The applicant shall submit one contiguous site plan showing the impacts on all adjacent sites for the CSM, ingress, egress, driveways, approaches, parking spaces, and easements to be approved according to MGO.
11. The applicant shall note on the face of the CSM a reciprocal cross-access easement between all of the lots on the block and survey.

Please contact my office at 261-9632 if you have questions about the following item:

12. That the joint church/ residential Certified Survey Map be recorded prior to final approval and issuance of building and/or demolition permits for those projects. The CSM shall dedicate or reference all cross-access, parking and fire access easements necessary to implement the projects as deemed necessary by City agencies during review and approval of the survey and development projects.

LD 0628
203 Wisconsin Ave.
August 23, 2006
Page 3

Please note that the City Real Estate Office is reviewing the report of title provided with this survey and may have comments. That office will send any comments to you by fax. If you have 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 was approved by the Common Council on August 1, 2006.

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 **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