



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

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May 1, 2008

Harvey & Gertrude Barash
205 N. Prospect Avenue
Madison, Wisconsin 53726

RE: File No. LD 0803 – Certified survey map – 205 N. Prospect Avenue

Dear Mr. & Mrs. Barash:

The Plan Commission, meeting in regular session on April 7, 2008, **conditionally approved** your application for approval of a Certified Survey Map subdividing 205 N. Prospect Avenue, Section 22, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin into two lots. The site is zoned R2 and is located in the University Heights Historic District. 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 April 22, 2008.

The conditions of approval from the reviewing agencies for the CSM that will need to be addressed prior to the recording of the survey are:

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

1. Revise the existing erroneous street names referenced on the proposed CSM to read N. Prospect Avenue and N. Spooner Street respectively.
2. Revise all erroneous Range 8 East references made in various areas throughout the CSM to reflect the correct Range 9 East.
3. It is suggested to include all the underlying University Heights platted lots, and portions thereof, within the description headers on the top of each page to avoid confusion and potential Register of Deeds indexing errors.
4. Each lot shall have a separate sanitary sewer lateral. Provide location of existing lateral serving existing house.
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 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.

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 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. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Janet Dailey (261-9688) to obtain the final MMSD billing a minimum of two working days prior to requesting City Engineering signoff.
8. 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.
9. 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.

Please contact Pat Anderson, Assistant Zoning Administrator, at 267-8755 if you have questions about the following item:

10. Provide setback distance from garage to the southeast lot stake on Lot 1 nearest the garage.

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

11. That the following notes be placed on the Certified Survey Map:
 - a.) Any new construction on proposed Lot 2 will be subject to the criteria and standards for alterations and new construction on landmark properties as set forth in the Landmarks Commission ordinance, Section 33.19 of the Madison General Ordinances;

- b.) A tree survey and tree preservation plan shall be submitted as part of any plans for new construction on Lot 2 and shall be approved by Planning Division staff and the Landmarks Commission.
- c.) The stormwater management note on page 2 shall be revised to clarify when the stormwater management (drainage) plan will be prepared. Planning staff recommends that the plan be prepared and approved by the City Engineer prior to the issuance of permits for any construction of a new principal building on Lot 2.
- d.) "Prospect Street" shall be shown as "N. Prospect Avenue."

[Note: The Commission granted approval based on the Certified Survey Map showing a 30-foot front building line, a 9-foot side building line (along northerly property line) and the note related to future approval of a stormwater drainage plan prior to construction on the newly created lot.]

Please contact Si Widstrand, Parks Division, at 266-4711 if you have questions about the following item:

12. The park dedication required for the additional single-family lot is 1,100 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 \$1.91 per square foot. A park development fee of \$862.49 per lot is also due.

→ Land Fee Value: \$2,101 + Park Development Fee: \$862.49 = Total Park Fees: \$2963.49

Park fee payment checks shall be payable to the City of Madison Treasurer, and all questions, payments and deliveries shall be made to the office of the Madison Parks Division. Prior to City signoff on this project, the developer shall select one of the following options for paying these fees:

- Payment of all fees in a lump sum prior to City signoff on the project, or;
- The fee payment may be paid within fourteen days of issuance of any zoning, conditional use or building permit. No certificate of occupancy may be issued for buildings on any parcel for which there are unpaid impact fees. Under this option, the fees shall be calculated and prorated to each lot on the development, and the developer shall record a notice of the outstanding impact fees for each lot prior to receiving City signoff for the project. All fees shall be paid at the rate in effect at the time of payment.

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.

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**

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(6) 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
Pat Anderson, Assistant Zoning Administrator
Si Widstrand, Parks Division
Jeff Ekola, Real Estate Development Unit
Norb Scribner, Dane County Land Records and Regulations