



Department of Planning & Community & Economic Development  
**Planning Division**

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

Madison Municipal Building  
215 Martin Luther King, Jr. Boulevard  
P.O. Box 2985  
Madison, Wisconsin 53701-2985  
TDD 608 266-4747  
FAX 608 266-8739  
PH 608 266-4635

September 15, 2009

Chris Casson  
Birrenkott Surveying, Inc.  
PO Box 237  
1677 N. Bristol Street  
Sun Prairie, Wisconsin 53590

RE: LD 0917 – Approval of a two-lot Certified Survey Map of 1.56 acres located at 3023 CTH BB, Town of Cottage Grove, in the City of Madison's extraterritorial plat approval jurisdiction (Goff).

Dear Mr. Casson;

The Plan Commission, meeting in regular session on September 14, 2009, **conditionally approved** your client's two-lot Certified Survey Map of property located at 3023 CTH BB, Town of Cottage Grove. The conditions of approval from the reviewing agencies to be satisfied before final City approval and recording of the CSM are:

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

1. The existing onsite sewer disposal system that serves Lot 1 appears to encroach onto proposed Lot 2. Prior to approval, provide an easement on Lot 2 for the benefit of Lot 1. An easement created by this Certified Survey Map is sufficient, yet separate a recorded easement document defining terms and conditions may be clearer and to the benefit of both future owners of Lots 1 and 2.
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.

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.

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 management at the time they develop."

**Please contact my office at 261-9632 if you have questions about the following two Planning Division conditions of approval:**

4. That the Certified Survey Map be revised to show the presence of any water bodies present on the property, and for any statutorily required setback lines to be established prior to City approval.
5. That the applicant executes a restrictive covenant as part of the recording of this CSM in a form approved by the Planning Division, which restricts the use of Lot 2 to automobile sales and storage and requires City of Madison approval prior to the construction of any additions to the existing buildings or any new buildings. This restrictive covenant shall run with Lot 2 so long as the lot maintains a Dane County commercial or business zoning classification, and shall not be modified or released without the written approval of the City.

**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.**

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 this approval. If you have any questions or if you may need any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,

Timothy M. Parks  
Planner

cc: Janet Dailey, City Engineering Division  
Jeff Ekola, Office of Real Estate Services  
Norb Scribner, Dane County Land Records and Regulations