



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

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August 12, 2009

Eric W. Sandsnes  
Royal Engineering, Inc.  
5610 Medical Circle, Suite 6  
Madison, Wisconsin 53719

RE: File No. LD 0927 – Certified survey map – 3502 Sargent Street (Mike Pfefferle)

Dear Mr. Sandsnes:

The two-lot certified survey of your client's property located at 3502 Sargent Street, Section 8, Township 7N, Range 10E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned R2S pending recording of this CSM. The conditions of approval from the reviewing agencies to be satisfied before final approval and recording of the CSM are:

**Please contact Janet Dailey, City Engineering Division, at 261-9688 if you have questions regarding the following seventeen (17) conditions:**

1. The owner/applicant had previously initiated the release of existing public utility easements that were retained by Resolution when the City of Madison vacated a portion of Walter Street in 1989. The owner/applicant shall obtain recorded easement releases from the public utility companies and provide copies of the recorded releases to the Office of Real Estate Services prior to their preparation and recording of a City of Madison release document. The easement releases shall be recorded prior to the recording of the required Certified Survey Map. Reference Real Estate Project No. 9118 for the easement release process.
2. The owner shall have a CSM submitted to, and approved by, the City of Madison and recorded with the Dane County Register of Deeds prior to the issuance of any building permits.
3. Each lot shall have a separate sanitary sewer lateral.
4. The CSM shall better define and dimension the lot boundaries and new resultant Walter Street right of way as defined by the 14-foot terrace measured from the face of curb to the new property line.
5. All applicable City Engineering applied rezoning conditions of approval listed in the July 8, 2009 Planning Division rezone conditional approval letter shall be satisfied prior to Engineering agency signoff on this CSM.
6. The CSM boundary does not reflect the lot configurations as required by the Planning Division. The flag lot configuration and Sargent Street frontage for Lot 1 was to be eliminated. [Author's Note: This comment has been addressed through the August 7, 2009 submittal of a revised CSM that does not include the flag lot configuration.]
7. All pavement repairs shall be in accordance with the City's pavement patching criteria.
8. Any work in the right of way shall be done by a prequalified contractor.
9. Prior to approval, verify and show location of existing sanitary sewer lateral as well as proposed sewer lateral.

10. The developer shall enter into a City/ Developer agreement for the installation of public improvements required to serve this CSM. The developer shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The developer shall meet with the City Engineer to schedule preparation of the plans and the agreement. The City Engineer will not sign off on this CSM without the agreement executed by the developer.
11. The applicant shall construct sidewalk along Walter Street to a plan approved by the City Engineer.
12. 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.
13. Property shall either have two separate sanitary sewer laterals or an ownership/maintenance agreement (recorded) shall be in place prior to CSM approval.
14. In accordance with Section s. 236.18(8), Wisconsin Statutes, the Applicant shall reference City of Madison WCCS Dane Zone, 1997Coordinates 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 WCCS, Dane Zone Coordinates on all PLS corners within its corporate boundary. Visit the City of Madison Engineering Division web address [http://gis.ci.madison.wi.us/Madison\\_PLSS/PLSS\\_TieSheets.html](http://gis.ci.madison.wi.us/Madison_PLSS/PLSS_TieSheets.html) for current tie sheets and control data. If a surveyor encounters an area without a published WCCS Dane Zone 1997 value, contact Engineering Division for this information.
15. 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.
16. 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.

17. City of Madison Environmental Projects Staff has reviewed the subject site and determined that a Phase I ESA will not be required of the applicant. If there are any changes in the approved land dedications, the applicant shall notify Brynn Bemis (267-1986) to determine if a Phase I ESA will be required.

**Please contact Dennis Cawley, Madison Water Utility, at 261-9243 if you have any questions about the following item:**

18. A new water lateral shall be installed to serve the new house and a private water lateral easement shall be dedicated over the water lateral to the existing house.

**Please contact Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have any questions about the following item:**

19. Provide a grading plan of the plat to show that usable open space requirements can be met on all of the lots in the amount of 800 square feet per lot for the R2S. Usable open space shall be in a compact area of not less than 200 square feet, having no dimensions less than 10 feet and having a slope no greater than 10 percent. The front yard and street side yards do not count toward usable open space.

**Please contact Tom Maglio, Parks Division, at 266-4711 if you have questions about the following item:**

20. Park impact fees of \$3,122.65 for the future additional single-family lot will be due in conjunction with the future CSM of the property. The applicant will be required to select a method for payment of park fees for the additional lot prior to signoff on the CSM.

Park Dedication required for the single-family = 1,100 square feet per unit. The Fee in Lieu of Dedication is based on current property values up to \$2.01 per square foot for 2009 = \$2,211+Park development fees = \$911.65 per SF unit = \$3,122.65.

**Please contact my office at 261-9632 if you have questions about the following three Planning Division items:**

21. That the related zoning map amendment not take effect until this two-lot CSM for this property has been recorded with the Dane County Register of Deeds. The CSM shall be recorded within 24 months of the date of the Common Council approval of this rezoning or the rezoning shall be null and void and the property shall be returned to the R2 Single-Family Residence District.
22. That the CSM be revised to include a 15-foot building line be established for Lot 2 parallel with Sargent Street to maintain a building setback for the future residence commensurate with the existing setbacks present for the residences east of the site. Any existing building lines pertaining to the subject site per the Walterscheit plat will be nullified upon approval and recording of the future CSM.
23. Note: The relocated houses shall meet all of the requirements of the R2S zoning district. Detailed plans for the two relocated residences shall be submitted for approval by the Planning Division prior to the issuance of permits for the relocation and establishment of those buildings on the subject site. The plans shall include a fully dimensioned site plan and the scope of interior and exterior improvements to the house, including all building materials to be used on the exterior.

**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, nullifying the Walterscheit plat building lines for this lot 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 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 ordinance approving the rezoning of this property from R2 to R2S.** If you have any questions or if you 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, City Engineering Division  
Dennis Cawley, Madison Water Utility  
Tom Maglio, Parks Division  
Pat Anderson, Assistant Zoning Administrator  
Jeff Ekola, Office of Real Estate Services  
Norb Scribner, Dane County Land Records and Regulations