



Department of Planning & Development
Planning Unit

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November 16, 2005

Daniel Duren
4868 High Crossing Boulevard
Madison, Wisconsin 53704

RE: File No. LD 0533 – Certified survey map – 3600 Portage Road

Dear Mr. Duren:

Approval of your three-lot certified survey of property located at 3600 Portage Road, Section 21, Township 8N, Range 10E, City of Madison, Dane County, Wisconsin, has been **referred to the Plan Commission**. Consideration of this land division request by the Plan Commission is first subject to addressing the comments from reviewing agencies below, at which time you will be required to resubmit your request for further review by those agencies prior to a hearing on the land division by the Commission.

The comments and preliminary conditions of approval from the reviewing agencies for the CSM are:

Please contact Gary Dallmann, City Engineering, at 266-4751 if you have questions regarding the following eighteen (18) comments and conditions:

1. Any cutting of existing asphalt surfaces shall require a pavement patch in accordance with City policy for utility restoration.
2. There is a major drainageway running across/through this property. The applicant shall revise Lot 1 and Outlot 1 to include this area in Outlot 1. See attached sketch.
3. Lot 1 and Lot 2 shall be required to meet detention, sediment control, TSS control, infiltration and possibly oil and grease control at the time they develop.
4. Prior to approval, owner shall delineate any existing wetlands or provide evidence that none exist.
5. A Revise CSM to include recorded public street easement of record per Document No. 3563669 for both Bellgrove Street and the most westerly quadrant of the Portage and Hayes Road Intersection.
6. Outlot 1 dedication configuration and location of public and private easement rights shall coordinate with City Engineering.
7. 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.

8. The developer shall show a 30-foot building setback line on the CSM adjacent to Portage Road for all lots on the CSM adjacent to said roadway. No buffer strip shall be dedicated to the City, as the City does not want the maintenance.
9. The developer shall construct sidewalk along Portage Road and Bellgrove Street to a plan approved by the City Engineer.
10. 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.
11. 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.
12. 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 detention at the time they develop."
13. A portion of this CSM may come under the jurisdiction of the US Army Corp of Engineers and Wisconsin Department of Natural Resources for wetland or flood plain issues or navigable waterway. A permit for those matters may be required prior to construction on any of the lots currently within the CSM. Contact the WDNR & USACOE for a jurisdictional determination.
14. 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.
15. 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.
16. 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.

17. 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.
18. 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.

Please contact John Leach, Traffic Engineering, at (608) 267-8755 if you have questions about the following item:

19. If the CSM is approved by the Plan Commission, the attached Street Lights & Traffic Signal declaration of conditions and covenants shall be executed and returned prior to final approval for recording.

Please contact John Lippitt, Madison Fire Department, at 261-9658 if you have questions about the following item:

20. All portions of the exterior walls of newly constructed one- and two-family dwellings shall be within 500-feet of at least one fire hydrant. Distances are measured along the path traveled by the fire truck as the hoses lay off the truck. See MGO 34.20 for additional information.

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

21. The minimum lot size in an agriculture district is five acres. None of these lots are five acres. The property shall either be rezoned to an appropriate zoning district to accommodate the proposed multi-family residential development and lots less than five acres, or the CSM shall be revised to comply with the agriculture district lot requirements.
22. Delineate any wetlands and/or floodplain on the property.

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

23. That upon the delineation of the wetlands, that an application be submitted to the City rezoning the wetlands on this property to the W (Wetlands) zoning district.
24. That the Certified Survey Map be revised per Planning Unit approval as follows:
 - a.) include a ten-foot wide utility easement along all three property lines as shown on the attached drawing;
 - b.) show the required 75-foot wetland setback buffer based on the wetland delineation;
 - c.) show the buildable area of Lots 1 and 2 (possibly subject to further comment).

As noted at the outset of this letter, this application has been referred to the Plan Commission for approval, at which time a second letter outlining the Commission's decision and any conditions will be sent. In order for the matter to be scheduled for Plan Commission review, you are required to address the above comments and resubmit your request to the Planning Unit for further review by the agencies noted above. Your resubmittal shall include eight copies of the revised Certified Survey Map and any other information noted above; no new application fee is required.

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: Brad Murphy, Director, Planning Unit
Gary Dallmann, Engineering Division
Kathy Voeck, Assistant Zoning Administrator
John Leach, Traffic Engineering
Jeff Ekola, Real Estate Development Unit
Norb Scribner, Dane County Land Records and Regulations