



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

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

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December 8, 2008

Paul Spetz  
Isthmus Surveying, LLC  
2146 Oakridge Avenue  
Madison, Wisconsin 53704

RE: File No. LD 0836 – Certified survey map – 5-7 New Berm Court (Kazai)  
File No. LD 0837 – Certified survey map – 6-8 New Berm Court

Dear Mr. Spetz:

The two-lot certified surveys of the properties located at 5-7 New Berm Court and 6-8 New Berm Court, respectively, in Section 36, Township 7N, Range 8E, City of Madison, Dane County, Wisconsin, are hereby **conditionally approved**. The duplex properties are zoned PUD-SIP.

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

1. Condominium removal instruments shall be recorded prior to the final approval and recording of these Certified Survey Maps. [Note: The condominium removal instruments have been granted final approval by the City and released for recording.]
2. Property shall either have two separate sanitary sewer laterals or a recorded ownership/ maintenance agreement shall be in place prior to CSM approval.
3. For 6-8 New Berm Court, 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.

4. 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 CSM. Note: Land tie to two PLS corners required.
5. Prior to Engineering final sign-off by main office for Certified Survey Maps (CSM), the final CSM must be submitted to the 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 format is preferred and should be transmitted to [epederson@cityofmadison.com](mailto:epederson@cityofmadison.com).

**Please contact John Leach, Traffic Engineering Division, at 266-4651 if you have any questions regarding the following item for 6-8 New Berm Court:**

6. There shall be no access granted along the easterly right of way line of Gammon Lane for lots created by the this CSM. The applicant shall graphically show the "No Vehicular Access" restriction on the face of this CSM.

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

7. Approval of split duplexes shall include: a) separate water services, curb stops, lines and meters, except for dwellings constructed prior to the adoption of this ordinance (February 4, 1997), the water service may be split in the terrace, with separate curb stops, lines and meters; b) separate sanitary sewer service laterals and lines, except for dwellings constructed prior to the adoption of this ordinance, subject to including a provision in a joint access and maintenance agreement that addresses emergency access to, and the responsibility for, sanitary sewer building blockage; c) separate gas and electric meters; and d) a joint cross access and maintenance agreement that has been submitted with the land division application and which shall be recorded with the land division.

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

8. The applicant shall record a Minor Alteration to Approved and Recorded Specific Implementation Plan form prior to the final approval of these Certified Survey Maps for recording. A copy of the form, which shall be signed by the district alder and submitted to the Zoning Office for review and signature by the Planning Division, is attached. A copy of the first page of each CSM shall be included with the Minor Alteration form.

**Please note that the Office of Real Estate Services is reviewing the reports of title provided with these surveys 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.**

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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 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  
John Leach, Traffic Engineering Division  
Pat Anderson, Assistant Zoning Administrator  
Jeff Ekola, Office of Real Estate Services  
Norb Scribner, Dane County Land Records and Regulations