



Department of Planning & Community & Economic Development
Planning Division

Website: 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
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August 6, 2008

Wendy Margetis
5050 Lake Mendota Drive
Madison, Wisconsin 53705

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

RE: Approval of a demolition permit to allow the demolition of a cottage at 5100 Spring Court to facilitate a lot line adjustment by Certified Survey Map between the subject property and a property located at 5050 Lake Mendota Drive and approval of the Certified Survey Map for the same.

Dear Mrs. Margetis & Mr. Spetz:

The Plan Commission, meeting in regular session on August 4, 2008 determined that the ordinance standards could be met and **approved** a request for a demolition permit to allow a cottage at 5100 Spring Court to be razed, subject to the conditions below. The two-lot certified survey re-dividing the subject property and the adjacent residential property at 5050 Lake Mendota Drive in Section 18, Township 7N, Range 9E, City of Madison, Dane County, Wisconsin, is also hereby **conditionally approved**. The conditions of approval from the reviewing agencies to be satisfied before issuance of the demolition permit and final approval and recording of the CSM are:

Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following five conditions of approval for the demolition (D) and CSM (C):

1. D: Regarding the demolition approval, the Certified Survey Map for this site should be completed and recorded satisfying all conditional requirements as soon as the Neighborhood Preservation & Inspection Division has issued the demolition/wrecking permit.
2. D: Prior to the issuance of the demolition/wrecking permit, the owner shall obtain a permit to plug each existing sanitary sewer lateral that serves a building proposed for demolition. For each lateral to be plugged the owner shall deposit \$1,000 with the City Engineer in two separate checks in the following amounts: (1) \$100 non-refundable deposit for the cost of inspection of the plugging by City staff; and (2) \$900 for the cost of City crews to perform the plugging. If the owner elects to complete the plugging of a lateral by private contractor and the plugging is inspected and approved by the City Engineer, the \$900 fee shall be refunded to the owner.

This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.

3. C: The surveyor shall field locate the sanitary sewer structure which exists on this property and also one structure in each direction to determine the location of public sanitary sewer to properly create and convey a public easement to the City with the Certified Survey Map.

4. C: In order to receive final approval of the CSM, please revise the CSM to show the location of existing public sanitary sewer. Please dedicate a 20-foot wide easement, centered on existing sewer main.
5. C: 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. Please contact Janet Dailey (261-9688) to obtain the final MMSD billing a minimum of two working days prior to requesting City Engineering signoff.

The City cannot grant final approval of the CSM for recording until the Neighborhood Preservation & Inspection Division has issued a demolition/wrecking permit for the cottage.

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.

A resolution authorizing the City to sign the CSM and any other documents related to the proposed land division will be approved by the Common Council on September 2, 2008.

→ Please now follow the procedures listed below for obtaining your demolition permit:

1. The Recycling Coordinator shall approve the reuse and recycling plan submitted prior to the issuance of a wrecking permit.
2. The Madison Water Utility shall be notified to remove the water meter prior to demolition.
3. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting demolition and/or building permit approval.

This approval shall become null and void one year after the date of the Plan Commission unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the issuance of said building permit. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against the approved demolition permit.

If you have any questions regarding obtaining your demolition or building permits, please contact the Zoning Administrator at 266-4551. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 261-9632.

→ The following procedures apply to the recording the Certified Survey Map:

As soon as the comments and conditions have been satisfied as verified with a completed affidavit form (enclosed to Paul Spetz), 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 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,

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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 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

I hereby acknowledge that I understand and will comply with the above conditions of approval for this demolition permit.

Signature of Applicant

cc: Janet Dailey, Engineering Division
Matt Tucker, Zoning Administrator
Dennis Cawley, Madison Water Utility
Jeff Ekola, Office of Real Estate Services
Norb Scribner, Dane County Land Records and Regulations