



Department of Planning & Development  
**Planning Unit**

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

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August 1, 2006

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

RE: File No. LD 0634 – Certified survey map – 6920 Littlemore Drive

Dear Mr. Pynnonen:

The two-lot certified survey of the property located at 6920 Littlemore Drive in Section 1, Township 7N, Range 10E, City of Madison, Dane County, Wisconsin, are hereby **conditionally approved**. The site is zoned R4 (General Residence District) and is developed with a duplex.

The conditions of approval from the reviewing agencies for the CSM is:

**Please contact Janet Gebert, City Engineering, at 266-4751 if you have questions regarding the following two items:**

1. Proposed Lot 1 does not close due to an apparent error in the long chord on the map and curve table.
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.

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

3. 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. Provide a joint access and maintenance agreement, which shall be recorded in the Dane County Register of Deeds Office.
4. Show driveways on the CSM.

**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.**

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. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at (608) 261-9632.

Sincerely,

Timothy M. Parks  
Planner

cc: Janet Gebert, Engineering Division  
Kathy Voeck, Assistant Zoning Administrator  
Jeff Ekola, Real Estate Development Unit  
Norb Scribner, Dane County Land Records and Regulations