



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

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November 11, 2011

Eric Sandsnes  
Royal Oak & Associates, Inc.  
3678 Kinsman Boulevard  
Madison, Wisconsin 53704

RE: File No. LD 1126 – Certified survey map – 647-652 Bear Claw Way (Sauk Heights, LLC/ Weber)

Dear Mr. Sandsnes;

The one-lot certified survey combining your client's property located at 647-652 Bear Claw Way, Section 21, Township 7N, Range 8, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The site is zoned PUD-SIP. 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 eight (8) conditions:**

1. The proposed site plan concurrently being reviewed by City agencies indicates a proposed bicycle parking area on proposed Lot 2 benefitting Lot 1. The owner/applicant shall either revise the lot boundaries or create private easement rights to allow for this proposal.
2. The proposed site plan concurrently being reviewed by City agencies indicates the need for shared private ingress and egress across both lots. This private grant shall occur either prior to final approval of the CSM by separate recorded document, or creation of such an easement by this CSM.
3. The name of the City Clerk listed in the Common Council certificate is incorrect and shall be revised to read "Maribeth Witzel-Behl" [the signature block is correct].
4. Each lot shall have a separate sanitary sewer lateral. Proposed Lot 1 shall install a new sewer lateral to serve the property.
5. If the lots within this Certified Survey Map are inter-dependent upon one another for stormwater 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.
6. 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 management at the time they develop."

7. A minimum of 2 working days prior to requesting City Engineering Division signoff on the CSM, the applicant shall contact Janet Dailey (261-9688) to obtain the final stormwater utility charges that are due and payable prior to sub-division of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service. All charges shall be cleared prior to the land division (and subsequent obsolesces of the existing parcel).
8. 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 Division. 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 Bryan Walker, Traffic Engineering Division, at 267-8754 if you have questions about the following item:**

9. The applicant will need to provide a reciprocal cross-access easement for Lot 2 via Lot 1, or work out some other arrangement acceptable to the Traffic Engineer for two lots in question.

**Please contact Dennis Cawley, Madison Water Utility, at 261-9243 if you have questions about the following two (2) items:**

10. Since there is only one existing water service lateral to this property, and Madison Water Utility Rules and Regulations require each lot to have a separate water lateral, a new lateral will need to be installed.
11. Note: All operating private wells shall be identified and permitted by the Water Utility in accordance with MGO 13.21. All unused private wells shall be abandoned in accordance with MGO13.21.

**Please contact Bill Sullivan, Madison Fire Department, at 261-9658 if you have questions about the following item:**

12. Ensure that the new property lines do not create Fire Code separation distance issues. Refer to IBC 602 for more information.

**The proposed lot lines created by this Certified Survey Map shall be shown on the Planned Unit Development-Specific Implementation Plan for the same property.**

**Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.**

**Please note that the City's 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 that office at 266-4222 for more information.**

**A resolution approving the CSM and authorizing the City to sign it and any other documents related to the proposed land division was approved by the Common Council on November 1, 2011.**

As soon as the comments and conditions have been satisfied as verified with a completed affidavit form (attached), 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.

Prior to City Engineering final sign-off by the main office of the CSM, the final CSM shall 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 signoff. E-mail submittal of the final CSM in PDF form is preferred. Transmit to [epederson@cityofmadison.com](mailto:epederson@cityofmadison.com).

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 approving resolution or this letter, whichever is later.** 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  
Bryan Walker, Traffic Engineering Division  
Dennis Cawley, Madison Water Utility  
Bill Sullivan, Madison Fire Department  
Jennifer Frese, Office of Real Estate Services  
Dan Everson, Dane County Land Records and Regulations